

**MANUFACTURED  
HOUSING  
GUIDELINES**

CITY OF BLYTHE  
DEVELOPMENT SERVICES DEPARTMENT  
235 NORTH BROADWAY  
BLYTHE CA 92225  
(760) 922-6130

## MANUFACTURED HOUSING REQUIREMENTS

1. Manufactured housing is allowed in the City of Blythe on any residential lot that is zoned for single family dwellings (two family in case of duplexes).
2. The manufactured home must meet all the requirements of the City of Blythe and the State of California, as it pertains to zoning, subdivisions, codes, and specifications.
3. 17.10.035 Residential Building Width. All single family residential units shall be a minimum of twenty feet (20') in width exclusive of eaves, overhangs, porches or awnings; except as provided for in 17.38.060, or unless installed in a mobile home park.  
  
17.38.060 Use and Installation Requirements. E. Have a minimum width of twenty feet (20') except in those areas zoned R-M-L/C-M-O, which have twenty-five foot (25') lots as recorded prior to August 8, 1989, where the minimum width shall be fourteen feet (14'), unless installed in a mobile home park. All units shall meet the setback, landscaping, minimum square footage, and parking requirements of this title, unless installed in a mobile home park.
4. Homes shall be placed on a permanent foundation, unless installed in a mobile home park. The foundation must have been designed for that particular home. The foundation shall comply with California Health and Safety Code Section 18551. Homes installed in a mobile home park must have engineered or SPA tie downs.
5. Homes must have been constructed after July 1, 1976, and issued an insignia of approval by HUD and the State of California, unless being installed in a mobile home park.
6. Homes must be covered with an exterior material customarily used on conventional dwellings (stucco, wood siding, vinyl siding) and approved by the Planning Director, unless being installed within a mobile home park.
7. Homes must have a roof which consists of composition shingles or other materials compatible with the surrounding neighborhood, unless being installed in a mobile home park.
8. Homes must have a minimum of one foot (1') eaves and 1 foot (1') front overhang, unless the Planning Director waives the requirement with a finding that it is not necessary in order to be compatible with the surrounding neighborhood, or if the mobile home is to be installed in a mobile home park.
9. Homes shall be provided with a minimum of two (2) paved parking spaces. In all R-L zones the two spaces shall be covered (Garage or Carport). In R-M-L zone two spaces are required, but only one (1) space is required to be covered. No covered parking spaces are required if the mobile home is to be installed in a mobile home park.
10. The required parking spaces shall be accessed from a paved driveway from the public right of way to the parking space. No paved driveway is required if the mobile home is to be installed in a mobile home park.

11. Electrical service shall meet the requirements of the latest California Electrical Code as adopted by the City of Blythe and all Southern California Edison requirements.
12. Each home shall have the area of the front yard setback, or to a line even with the front of the home, landscaped with a combination of shrubs, ground cover, trees, and lawn. Each front yard shall contain a minimum of two (2) deciduous or evergreen shade trees. The minimum branching height for all shade trees shall be six (6) feet and the minimum size for shade trees shall be two and one-half (2 ½) to three (3) inches in diameter measured six (6) inches above grade, and twelve to fourteen (12 to 14) feet in height. No landscaping is required if the mobile home is to be installed in a mobile home park.
13. The home owner is authorized to perform all the work if the home owner will be residing in that structure upon completion of the work and the property/structure is not intended or offered for sale. If the home owner will not be performing the work, they shall only hire properly licensed contractor(s) and if there will be employees, there must be workmen's compensation insurance.
14. If a contractor is hired to install the home, they must be licensed in the State of California with the proper license (C-47), have workmen's compensation insurance [if they have employees] and have a current city business license.
15. California has a special license (C-47) that allows the contractor to perform all the work of installing a manufactured home including plumbing, electrical, and mechanical. If a C-47 contractor is not used, any work performed by anyone other than the owner must be a licensed electrician, plumber, or mechanical contractor.
16. Each mobile home will be assessed the following fees unless:
  - It's a replacement unit outside of a mobile home park and 5 years has not elapsed from the time of the final inspection of the demolition of the previous unit. [See City Resolution 01-737]
  - It's a replacement unit within a mobile home park.

Construction Water Fee	\$ 50.00
Water Connection Fees	\$ 500.00
Capital Improvement Fees	\$ 500.00
Waste Water Treatment Plant Fees	\$1,300.00

Sewer Connection Fees will be assessed in the following zones:

Zone	Base Rate	R. V. Space Rate	College ADA Rate
I West Hobsonway	\$1,200	\$720	
II Mesa Bluff/College	\$2,600	\$1,600	\$150
III Riviera Drive	\$3,400	\$2,040	
IV Colorado River 500	\$3,400	\$2,040	
V Hidden Beaches	\$3,200	\$1,920	
VI Industrial Area	\$9,000		

\*\*For mobile homes being installed within a mobile home park on a lot not previously occupied, it shall be the responsibility of the Park Owner or Developer to pay all Connection and Capacity Fees prior to Final inspection of the unit.

17. Each home installation shall be required to have a building permit issued by the City of Blythe for which permit fees will be charged.
18. Mobile homes being installed in a mobile home park must have a signed letter of authorization from the park owner authorizing the mobile home installation as proposed by the tenant.
19. All plans prepared by professionals shall bear the California seal and signature of same in original ink. Electronic signatures are okay, however no reproductions/photocopies will be accepted.
20. Any home being installed either on a pad 12 inches or more above grade, or 12 inches or more below grade shall be required to furnish this office with a soils compaction report prior to inspection of piers. A geotechnical soils report and pad certification may also be required.
21. Check with the Edison Company on the availability of power to your property.
22. The applicant must provide this office with a copy of the unit title search from the Department of Housing & Community Development or a copy of the Certificate of Origin. 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.
23. At the time of plan check submittal, a blank 433A form will be provided to you. This form must be completed [where indicated] and submitted back to this office prior to permit issuance.

24. A check for \$11 per unit, make out to the Department of Housing and Community Development shall be submitted to this office prior to permit issuance for the filing of paperwork to that office.
25. Any person installing a used mobile home upon a permanent foundation, shall be required to submit to this office if the unit is currently titled as personal property: all applicable titles, certificates, license plates and/or registration decals.
26. A School Form for school tax payment will be provided to you by our office at the time of plan check submittal and must be paid to the School District before permit issuance. Any questions on school tax fees should be directed towards the School District Office at (760) 922-4164, extension 229.

**PERMIT FEES**

	Unit Installation	Permanent Foundation
Within a MH Park	<p>\$196 – provided the inspection does not exceed one hour.</p> <p>If a reinspection is necessary, a reinspection fee of \$178 shall be charged.</p> <p>If the inspection exceeds one hour, additional fees will be charged at:</p> <p>\$82 for the second whole hour.</p> <p>\$41 for each 30 minutes or fraction thereof.</p>	N/A
Outside a MH Park	<p>\$196 – provided the inspection does not exceed one hour.</p> <p>If a reinspection is necessary, a reinspection fee of \$178 shall be charged.</p> <p>If the inspection exceeds one hour, additional fees will be charged at:</p> <p>\$82 for the second whole hour.</p> <p>\$41 for each 30 minutes or fraction thereof.</p>	<p>\$196 – provided the inspection does not exceed one hour.</p> <p>If a reinspection is necessary, a reinspection fee of \$178 shall be charged.</p> <p>If the inspection exceeds one hour, additional fees will be charged at:</p> <p>\$82 for the second whole hour.</p> <p>\$41 for each 30 minutes or fraction thereof.</p>

\*\*Accessory Structures [whether inside or outside of a mobile home park] SPA Plan:

\$196 – provided the inspection does not exceed one hour.

If a reinspection is necessary, a reinspection fee of \$178 shall be charged.

If the inspection exceeds one hour, additional fees will be charged at:

\$82 for the second whole hour.

\$41 for each 30 minutes or fraction thereof.

\*\*Strong Motion Instrumentation Fees [Earthquake Tax] are assessed based upon the mobile home's valuation.

\*\*Additional fees will be assessed for any grading, electrical, well and/or septic tank.

**NOTICE OF MANUFACTURED HOME, MOBILEHOME OR COMMERCIAL MODULAR  
INSTALLATION ON A FOUNDATION SYSTEM**

**GENERAL GUIDE & INSTRUCTIONS**

**Prior to installation a building permit to construct a foundation system and install a unit(s) must be obtained from the enforcement agency. To apply for a building permit the owner, dealer or contractor must comply with certain provisions of the California Health and Safety Code Section 18551 as follows:**

- 1) Provide evidence that the registered owner of the unit(s) to be installed either holds title or is purchasing the real property on which the installation is to be made, or holds a transferable lease on the property with a term of 35 years or more. If the term of the lease is less than 35 years, the term must be mutually agreed to by the lessor and lessee and may not be revocable by the lessor, except for cause.
- 2) Provide written evidence that the registered owner owns the unit(s) free of any liens or if there is a lienholder(s), that lienholder(s) has consented to the placement of the unit(s) on a foundation system as an improvement to the underlying property.

*Note: An enforcement agency may obtain a title search from the Department of Housing and Community Development (HCD), Registration and Titling Program. The information on the title search may be compared to the information shown on the surrendered HCD Certificate of Title or Department of Motor Vehicle (DMV) pink slip(s) and registration card(s) (see below). This will ensure that the most recent ownership and registration documents have been submitted to the enforcement agency and that the registered owner owns the unit(s) free of any liens or encumbrances. Where the title search indicates a recorded legal owner or junior lienholder, or both, evidence should be provided to the enforcement agency that the legal owner or junior lienholder, or both, have been paid in full or that the legal owner or junior lienholder, or both, consent to the attachment of the unit(s) upon the satisfaction of their liens by the registered owner.*

- 3) Provide plans and specifications required by HCD regulations.
- 4) Provide the approved manufacturers installation instructions or plans and specifications signed by a licensed California architect or engineer covering the installation of the unit(s).
- 5) Pay building permit fees as required by the local jurisdiction issuing the building permit.
- 6) Complete an original and three copies of the form HCD 433A with all information available at the time the building permit is issued for the installation of a manufactured home or commercial modular unit(s).
- 7) Pay a state fee of eleven dollars (\$11.00) per transportable section and submit with form HCD 433A.

**After installation is complete and prior to issuance of a form HCD 513C, Certificate of Occupancy,** the following requirements must be met:

- 1) If the unit(s) has(have) been sold to the owner by a dealer, all information not originally available to complete the form HCD 433A [i.e., manufacturer name, serial number(s), date of manufacture, dealer's license number and HCD insignia(s)/HUD label number(s)] must be completed. Incomplete forms will be returned for completion.
- 2) If the unit(s) is(are) owned by the individual requesting installation, the following items are required to be surrendered to the local building department prior to issuance of a Certificate of Occupancy:
  - o Certificate of Title and Registration issued by either HCD or DMV.
  - o Any license plates or decals issued by either HCD or DMV.

**CAUTION: DO NOT REMOVE THE HCD INSIGNIA(S)/HUD LABEL(S) THAT CERTIFY THE COMPLIANCE OF THE UNIT(S).**

- 3) When the form HCD 433A is completed, with all required information and all titles, certificates, plates or decals (if required) surrendered, a Certificate of Occupancy, may be issued and the form HCD 433A recorded with the county recorder. The owner is to be provided with a copy of the form HCD 433B, Notice to Assessor, by the local building department. The owner is required to complete and submit the Notice to Assessor to the county assessor.
- 4) On the day the Certificate of Occupancy is issued, the enforcement agency shall record this document with the county recorders office.
- 5) Once recorded, the enforcement agency shall transmit all of the following: the recorded copy of the form HCD 433A; a copy of the Certificate of Occupancy; fees collected in the amount of eleven dollars (\$11.00) per transportable section; and, *if unit currently titled as personal property*, all applicable titles, certificates, license plates or registration decals to:

Department of Housing and Community Development  
Division of Codes and Standards  
Registration and Titling Program  
Post Office Box 2111  
Sacramento, CA 95812-2111

For information on establishing a requestor account for obtaining title search printouts on-line, call (916) 323-9229 or submit a request via the internet at <http://www.hcd.ca.gov/codes/rt/>. For general information or questions, call (916) 445-3338.

**CITY OF BLYTHE DEPARTMENT OF BUILDING & SAFETY**

**MOBILE, MODULAR, MANUFACTURED HOME APPLICATION WORKSHEET**

PERMIT USE

VALUATION OF UNIT: \$ \_\_\_\_\_

- Low Profile
- Site Prep
- Permanent Foundation
- Tie Downs (within a Park)
- Replacement
- Install only

\*\*Accessories (porch, awning, deck, carport, etc.) are to be applied for on a different application

Date:	Log #:
Job Site Address:	
Assessors Parcel Number:	Lot:
Property Owner Name:	
Mailing Address:	
	Phone#:
Contractor:	
Mailing Address:	
State Lic#:	Phone#:

Date of Manufacture of Mobile \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_

Manufacturer \_\_\_\_\_ Model \_\_\_\_\_

State Insignia or HUD #: Unit A \_\_\_\_\_ Unit B \_\_\_\_\_ Unit C \_\_\_\_\_

Serial Number \_\_\_\_\_

Earthquake Resistant Bracing System (if used)

Manufacturer's Name: \_\_\_\_\_ CA ERBS Cert. #: \_\_\_\_\_

Brand or Model Name: \_\_\_\_\_ Model #: \_\_\_\_\_

Number of bracing devices (or sets) to be installed for each unit: \_\_\_\_\_