

**SUBMITTAL REQUIREMENTS FOR NEW AND USED
MANUFACTURED HOUSING
(MODULAR, DOUBLE-WIDE AND MOBILE HOMES)**

As required by Bureau Veritas North America, Inc.

Drawings must include all information on this form. Each item should be checked off and this form must be returned with drawings.

- Application
- Water permit (when applicable)
- Sewer or septic permit
- Local Municipal Approval
- Site Plan
- Two (2) full sets of plans that contain the following applicable items:

- One (1) Complete Manufacturers Installation (Instruction Manual, to be at job site)
- Floor Plan
- Footer Specifications
- Foundation Specifications
- Designate type of backfill material to be used
- Support Pier Set
- Approved Tie Down Specifications (anchoring system)
- Energy Requirements (when applicable)
- Mechanical Specifications (when applicable)
- Plumbing Specifications (when applicable)
- Electrical Specifications (when applicable)
- All deck and porch plans (must be self supporting and must have minimum 3' X 3' landing)
- Complete plans of any structure and/or framing of any structural item (roofs, etc.) that is not completed at the manufacturing facility and is field constructed
- Indicate full basement means of egress method

INSPECTION GUIDELINES

FOUNDATION (any of the following options):

Concrete Pier Footings Round – Must be protected from frost (typically 36"). For piers spaced 8' apart, runner should be 28" diameter, unless soil bearing capacity can be determined to be more than 1,500 lbs. per square foot.

Concrete Pier Footings, Runners – Must be protected from frost (typically 36"). For piers spaced 8' apart, footings must be 24" wide, unless soil bearing capacity can be determined to be more than 1,500 lbs. per square foot.

Main Beam Piers – Generally within 2' from each end, and spaced 8' apart. A single stack concrete block pier capacity is 8,000 lbs., up to 36". Piers higher than 36' require double blocks, interlocked. No mortar required for piers less than 80" high. Cap blocks must be full size (16x16 pier requires 16x16 cap block).

Support Pier Set – Generally openings in side wall and marriage wall 4' or larger require piers; includes patio doors, double gang windows, certain doors with side lights. Some manufacturers require piers for all entry doors.

Full Foundation – Plan and specifications required. Verify that all imposed structural loads are properly supported.

ANCHORING (any of the following types)

Auger and Strap Type:

Within 2' of the end of the home

Full depth

Below frost line

Above water table

Stabilizing plates required (unless auger is in-line with strap)

Strap attached to top of I-Beam, completely wraps beam 40 to 60 degrees.

NOT embedded in concrete footing.

Alternative systems - Vector systems, OTI system. Any stamped engineered or alternative system approved by the manufacturer. Must be approved by Manufacturer and their DAPIA.

Maximum Anchor Spacing (auger type) – 11' unless a greater spacing is required by the manufacturing specifications.

If manufactured installation instructions are not available all set up requirements shall go through NCSBCS/ANSI A225.1-1994.

All homes without skirting – Frost depth 48".

All concrete compression strength of 3,000 lbs. per square inch.

Any modification to the building frame - must be approved by either the manufacturer or a Professional Engineer

Electrical Service Equipment – as per the NEC (see article 550, section 550.32) and power company requirements

INSPECTION SCHEDULE

1. Foundation (prior to placement of footings)
2. Concrete slab or under floor (prior to pouring concrete)
3. Anchorage (after installed and anchored)
4. Service Equipment – Electrical, Plumbing, Mechanical
(*Electric service inspection is included in fee price. Power cannot be supplied until service inspection is approved.)**
5. Frame (any work performed in field)
6. Means of egress (Decks & Porches)
7. Final (prior to occupancy)

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THIS COMPLETED FORM MUST BE TURNED IN WITH PLANS

Revised 2/15/07

NOTICES
EFFECTIVE IMMEDIATELY

**ELECTRICAL SERVICE INSPECTIONS FOR ALL
MANUFACTURED, MODULAR OR MOBILE
HOMES WILL NOT BE PROVIDED UNTIL FINAL
INSPECTION OF SUCH STRUCTURES IS
CONDUCTED.**

As required by Bureau Veritas North America, Inc.
Effective September 9, 2005

**In accordance with Pennsylvania's
Manufactured Housing Improvement Act,
installers of new manufactured homes must
provide a Manufactured Housing Installer
Certification from the Department of
Community and Economic Development
prior to the issuance of a
Certificate of Occupancy.**

Permit No. _____

Bureau Veritas North America, Inc.

PERMIT APPLICATION

For questions or to submit your paperwork, please contact the office nearest you
(locations attached)

Township or Borough: _____ Date: _____

Work Site Address: _____
(street) (city) (state) (zip)

Owner/Applicant: _____ Phone: _____

Mailing Address: _____
(street) (city) (state) (zip)

Contractor: _____ Phone: _____

Contractor Address: _____
(street) (city) (state) (zip)

TYPE OF WORK (Please check either "Residential" or "Commercial" below and provide all information requested)

Residential Project: Description _____ Cost \$ _____

New Bldg. Square Footage All Floors: _____ (not including garage)

Finished Basement Square Footage (if applicable) _____

Office Use Only
Use Group _____ Construction Type _____ Code Used _____

Commercial Project: Description _____ Cost \$ _____

New Building Existing Building New Bldg. Square Footage All Floors: _____

Use Group _____ Construction Type _____ Occupancy Load _____ Code Used _____

I hereby certify that the proposed work is authorized by the owner of record and that I am or have been authorized to make this application as his/her authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Print Name _____

Signature _____ Date _____

OFFICE USE ONLY

Building Plan Review Date: _____

Approved

Not Approved

Plan Reviewer: _____

Permit Fee: \$ _____

OVER

RIDGWAY BOROUGH MUNICIPAL PRIOR APPROVALS

(To ensure that all local ordinances are complied with, this form must be completed by the applicant and signed by a Municipal Official prior to the issuance of a building permit by Bureau Veritas North America, Inc.)

Applicant/Property Owner: _____ **Phone:** _____

Mailing Address: _____

Contractor: _____ **Phone:** _____

Address: _____

Project Cost: \$ _____

Please check one below:

Residential Project: Description _____ **Size:** _____

Commercial Project: Description _____ **Size:** _____

Work Site Address: _____

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature: _____ **Date:** _____

APPLICANT MUST HAVE BOROUGH COMPLETE THE FOLLOWING:

Site Located Within Flood Plain? _____ **Zoning Type** _____

Type of Sewage: _____ (Approval Attached) **Not Applicable**

Type of Water: _____ (Approval Attached) **Not Applicable**

Road Occupancy Permit: _____ (Approval Attached) **Not Applicable**

Stormwater Management: _____ (Approval Attached) **Not Applicable**

I hereby certify that this application is in compliance with all relevant ordinances of Ridgway Borough and therefore eligible for Municipal approval.

Date Approved/Issued: _____

Borough Officer/Secretary: _____



BUREAU
VERITAS

Bureau Veritas Office Locations - Pennsylvania

Western Pennsylvania	Eastern Pennsylvania
Armstrong Office	Broomall Office
204 Butler Road, Suite 3	790A Parkway Drive
Kittanning, PA 16201	Broomall, PA 19008
P: 724.548.1414	P: 877.392.9445
F: 724.548.1403	F: 877.392.9444
Brookville Office	Pocono Office
1514 Route 28	5510 Memorial Drive
Brookville, PA 15825	Tobyhanna, PA 18466
P: 814.849.2448	P: 570.894.2801
F: 814.849.0825	F: 570.894.2986
Huntingdon Office	Wyoming Office
10773 William Penn Highway, Suite D	184 Keiserville Road
Huntingdon, PA 16652	Tunkhannock, PA 18657
P: 814.643.3480	P: 570.836.7196
F: 814.643.3766	F: 570.836.5967
Mifflin Office	
821 Electric Avenue, Suite C	
Lewistown, PA 17044	
P: 717.242.0992	
F: 717.242.4391	
Somerset Office	
451 Stoystown Road, Suite 105B	
Somerset, PA 15501	
P: 814.701.2181	
F: 814.701.2182	