



**COMMUNITY DEVELOPMENT DEPARTMENT**

***Code Administration Division***

***129 North Second Street, 2nd Floor Yakima, Washington 98901***

***Phone (509) 575-6126 • Fax (509) 576-6576 Email: codes@yakimawa.gov***

# ***MANUFACTURED HOME PLACEMENT APPLICATION PACKET***

## MANUFACTURED HOME PERMITS

- All mobile homes, manufactured homes, and modular homes placed in the City of Yakima are required to have a placement permit. **If the home proposed to be located is not a new home, please provide the original title or Auditors registration.**
- Placement permit fees are based on the estimated cost of the placement of the manufactured home.
- For previously owned/titled manufactured homes, or for manufactured homes constructed prior to June 15, 1976, please contact City Planning to verify the land use review process that would be applicable for your permit: (509) 575-6183 or [ask.planning@yakimawa.gov](mailto:ask.planning@yakimawa.gov).
- A Plumbing Permit application is included in this packet for connecting to water and sewer.
  - A licensed plumbing contractor must be used unless the owner is doing the work themselves. In any case, a properly licensed contractor is required for any work taking place in the right-of-way or in a City utility easement.
  - You may contact the Code Administration to verify applicable water and/or sewer permit fees: (509) 575-6126 or [codes@yakimawa.gov](mailto:codes@yakimawa.gov).
  - If service is not available, the applicant will receive a copy of the application and plot plan to be taken to the Yakima Health District (1210 Ahtanum Ridge Dr, Union Gap, WA 98903; (509) 575-4040) to obtain drain field/septic tank clearance. If the property is served by Nob Hill Water, please contact their office at 6111 Tieton Dr or (509) 966-0272. If City or Nob Hill Water is not available, the applicant must contact Washington State Department of Ecology (1250 W Alder St, Union Gap, WA 98903; (509) 575-2490) to obtain approval/permits. A building permit cannot be issued without approval/verification that it can be served by utilities and that appropriate City, Yakima Health District and/or Department of Ecology permits have been obtained.
- Additions, covered porches, etc. require a separate building permit.
- Electrical permits are required from the Department of Labor and Industries (15 W Yakima Ave, Yakima, WA 98902; (509) 454-3760).
- Prior to demolition of any structures, contact the Yakima Regional Clean Air Agency for approval (329 N 1<sup>st</sup> St, Yakima, WA 98901; (509) 834-2050 or [www.yakimacleanair.org](http://www.yakimacleanair.org)).
- A Move Permit is required by the Yakima County Treasurer's Office (128 N 2<sup>nd</sup> St, Yakima, WA 98901). In order for their office to issue this permit, the applicant must provide proof a placement permit has been issued by the appropriate jurisdiction.



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**MANUFACTURED HOME  
BUILDING PERMIT APPLICATION  
YMC 11.06.020 – YMC 15.04.160**

**Permit#** \_\_\_\_\_

Site Address: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Will 1 acre or more be cleared or graded?  Yes  No

Is the Property Within the Flood Area?  Yes  No

Describe work to be covered by this permit:

\_\_\_\_\_

Park Name (if applicable): \_\_\_\_\_

Estimated cost for the placement of the manufactured home: \$ \_\_\_\_\_

**OWNER/APPLICANT**

Owner Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact Phone No.: \_\_\_\_\_

Contact Email: \_\_\_\_\_

**MANUFACTURER AND DEALER OF THE MANUFACTURED HOME:**

\_\_\_\_\_

\_\_\_\_\_

**INSTALLER**

Installer Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Installer Address: \_\_\_\_\_ Email: \_\_\_\_\_

Installer Certification No.: \_\_\_\_\_ Certif. Expiration Date: \_\_\_\_\_

**MANUFACTURED HOME INFORMATION**

1) Size:  Single Wide  Double Wide  Triple Wide

2) Number of Bedrooms: \_\_\_\_\_ 3) Number of Bathrooms: \_\_\_\_\_

4) Year of Home: \_\_\_\_\_ 5) Make: \_\_\_\_\_

6) Model: \_\_\_\_\_

7) Serial Number: \_\_\_\_\_ 8) Value (\$): \_\_\_\_\_

9) Dimensions: \_\_\_\_\_

10) Is this a previously titled manufactured home?  Yes  No  
\*\*If yes, provide the original title or Auditors registration.\*\*

11) Provide the address, city, state, and zip code this manufactured home is moving from:

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**REQUIRED SUBMITTALS:**

Original Title or Auditors Registration (if it is not a new unit)

Site Plan

- For units proposed to be moved to a lot that is not in a manufactured home park, the site plan must show relationship of manufactured home to the property lines, right-of-way, access and utility easements, other structures and utilities (YMC 11.06.020 (C)). Contact the City Planning Division to verify zoning and setback requirements: (509) 575-6183 or [ask.planning@yakimawa.gov](mailto:ask.planning@yakimawa.gov).
- For units proposed to be placed in an existing manufactured home park, the site plan must show the address, unit number, name of manufactured home park, and show that adjacent structures are spaced a minimum of 10 feet from the newly placed unit.

Manufacturer's Installation Instructions

- **NOTE:** If the manufacturer's instructions are no longer available, using the attached sheets, you must provide the following by circling the information that applies to your project.

Mainframe pier loads and locations

Marriage line pier loads and locations

Perimeter pier loads and locations

Floor plan layout

Runner design

Tiedown layout

***Declaration***

***I hereby certify that (please select one):***

I am a **CONTRACTOR** or **SPECIALTY CONTRACTOR** currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.

I am an **AUTHORIZED AGENT** of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.

I am **EXEMPT** from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

***I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit.***

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**Signature**

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**Print Name**

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**Date**

**THE FOLLOWING 6 SHEETS ARE ONLY APPLICABLE FOR UNITS WHERE THE MANUFACTURER'S INSTALLATION INSTRUCTIONS ARE NO LONGER AVAILABLE.**

**Circle the information that applies to your project.**

**Table 3-1 – General Description of Soils**

| <b>Soil Type<br/>Based on the Unified Classification System</b> | <b>Allowable Pressure (pounds per square foot)<br/>No allowances made for overburden<br/>pressure embedment depth, water table<br/>height, or settlement problems</b> |
|---|---|
| Rock or hard pan  | 4,000 and up  |
| Sandy gravel and gravel   | 2,000   |
| Sand, silty sand, clayey sand, silty gravel, or clayey gravel   | 1,500   |
| Clay, sandy clay, silty clay, or clayey silt                    | 1,000   |
| Uncompacted fill  | Special analysis is required  |
| Peat or organic clays   | Special analysis is required  |

Note –

1. To be used only when none of the following is available: soils investigation and analysis of the site; compliance with the local building code; and evaluation by a registered professional engineer, architect, or building official.
2. Hereafter, the words “engineer” or “architect” shall refer to a registered professional engineer or architect.

**Table 4-1 – Minimum Pier Capacity  
Frame Plus Perimeter Blocking  
(Both Frame and Perimeter Blocking Required)**

| Section Width (feet) | Roof Live Load (pounds per square foot) | Pier Location   | Minimum Pier Capacity (pounds) |      |      |      |
|----------------------|---|-----------------|--------------------------------|------|------|------|
|                      |   |                 | Maximum Pier Spacing (feet)    |      |      |      |
|                      |   |                 | 4                              | 6    | 8    | 10   |
| 8                    | 20                                      | Frame Perimeter | 900                            | 1300 | 1800 | 2200 |
|                      |   |                 | 600                            | 800  | 1100 | 1400 |
|                      | 30                                      | Frame Perimeter | 900                            | 1300 | 1800 | 2200 |
|                      |   |                 | 700                            | 1100 | 1400 | 1800 |
|                      | 40                                      | Frame Perimeter | 900                            | 1300 | 1800 | 2200 |
|                      |   |                 | 900                            | 1300 | 1800 | 2200 |
| 10                   | 20                                      | Frame Perimeter | 1100                           | 1700 | 2200 | 2800 |
|                      |   |                 | 700                            | 1100 | 1400 | 1800 |
|                      | 30                                      | Frame Perimeter | 1100                           | 1700 | 2200 | 2800 |
|                      |   |                 | 900                            | 1400 | 1800 | 2300 |
|                      | 40                                      | Frame Perimeter | 1100                           | 1700 | 2200 | 2800 |
|                      |   |                 | 1100                           | 1700 | 2200 | 2800 |
| 12                   | 20                                      | Frame Perimeter | 1300                           | 1900 | 2600 | 3200 |
|                      |   |                 | 800                            | 1200 | 1600 | 2000 |
|                      | 30                                      | Frame Perimeter | 1300                           | 1900 | 2600 | 3200 |
|                      |   |                 | 1100                           | 1600 | 2100 | 2600 |
|                      | 40                                      | Frame Perimeter | 1300                           | 1900 | 2600 | 3200 |
|                      |   |                 | 1300                           | 1900 | 2600 | 3200 |
| 14                   | 20                                      | Frame Perimeter | 1500                           | 2200 | 3000 | 3700 |
|                      |   |                 | 900                            | 1400 | 1900 | 2400 |
|                      | 30                                      | Frame Perimeter | 1500                           | 2200 | 3000 | 3700 |
|                      |   |                 | 1200                           | 1800 | 2400 | 3000 |
|                      | 40                                      | Frame Perimeter | 1500                           | 2200 | 3000 | 3700 |
|                      |   |                 | 1500                           | 1900 | 3000 | 3700 |
| 16                   | 20                                      | Frame Perimeter | 1700                           | 2600 | 3400 | 4300 |
|                      |   |                 | 1100                           | 1600 | 2200 | 2700 |
|                      | 30                                      | Frame Perimeter | 1700                           | 2600 | 3400 | 4300 |
|                      |   |                 | 1400                           | 2100 | 2800 | 3500 |
|                      | 40                                      | Frame Perimeter | 1700                           | 2600 | 3400 | 4300 |
|                      |   |                 | 1700                           | 2600 | 3400 | 4300 |
| 18                   | 20                                      | Frame Perimeter | 1900                           | 2900 | 3900 | 4800 |
|                      |   |                 | 1200                           | 1800 | 2500 | 3100 |
|                      | 30                                      | Frame Perimeter | 1900                           | 2900 | 3900 | 4800 |
|                      |   |                 | 1600                           | 2400 | 3200 | 3900 |
|                      | 40                                      | Frame Perimeter | 1900                           | 2900 | 3900 | 4800 |
|                      |   |                 | 1900                           | 2900 | 3900 | 4800 |

**Table 4-2 – Minimum Pier Capacity  
Multisection Center-Beam Blocking**

| Section Width (feet) | Roof Live Load (pounds per square foot) | Pier Load and Minimum Pier Capacity (pounds) |      |      |      |      |       |       |
|----------------------|---|--|------|------|------|------|-------|-------|
|                      |   | Mating Wall Opening (feet)                   |      |      |      |      |       |       |
|                      |   | 5  | 10   | 15   | 20   | 25   | 30    | 35    |
| 8                    | 20                                      | 600  | 1200 | 1800 | 2400 | 3000 | 3600  | 4200  |
|                      | 30                                      | 800  | 1600 | 2400 | 3200 | 4000 | 4800  | 5600  |
|                      | 40                                      | 1000   | 2000 | 3000 | 4000 | 5000 | 5000  | 7000  |
| 10                   | 20                                      | 800  | 1500 | 2300 | 3000 | 3800 | 4500  | 5300  |
|                      | 30                                      | 1000   | 2000 | 3000 | 4000 | 5000 | 6000  | 7000  |
|                      | 40                                      | 1300   | 2500 | 3800 | 5000 | 6300 | 7500  | 8800  |
| 12                   | 20                                      | 900  | 1800 | 2600 | 3500 | 4400 | 5300  | 6100  |
|                      | 30                                      | 1200   | 2300 | 3500 | 4700 | 5800 | 7000  | 8200  |
|                      | 40                                      | 1500   | 2900 | 4400 | 5800 | 7300 | 8800  | 10200 |
| 14                   | 20                                      | 1000   | 2000 | 3000 | 4100 | 5100 | 6100  | 7100  |
|                      | 30                                      | 1400   | 2700 | 4100 | 5400 | 6800 | 8100  | 9500  |
|                      | 40                                      | 1700   | 3400 | 5100 | 6800 | 8400 | 10100 | 11800 |
| 16                   | 20                                      | 1200   | 2300 | 3500 | 4700 | 5800 | 7000  | 8100  |
|                      | 30                                      | 1600   | 3100 | 4700 | 6200 | 7800 | 9300  | 10900 |
|                      | 40                                      | 1900   | 3800 | 5800 | 7500 | 9700 | 11600 | 13600 |

**EXAMPLE:** 14-foot section width  
30-pounds-per-square-foot roof live load  
18-foot-wide mating-wall opening

Follow down the “Section Width” column to “14 feet.” Follow across to “30 pounds per square foot” (psf) in the “Roof Live Load” column. Since the mating wall opening is 18 feet wide, follow across to the column headed “20.” (For any opening width that is not shown, use the next highest number on the chart.) The required pier capacity is 5,400 pounds.

**Table 4-3 – Footing Size<sup>1,2</sup>**

| Pier Capacity<br>(pounds) | Minimum Footing Size or Equal Area (inches) |                       |                       |                       |
|---------------------------|---|-----------------------|-----------------------|-----------------------|
|                           | Soil Capacity                               |                       |                       |                       |
|                           | 1000 psf <sup>3</sup>                       | 1500 psf <sup>3</sup> | 2000 psf <sup>3</sup> | 4000 psf <sup>3</sup> |
| 600                       | 9 x 9                                       | 8 x 8                 | 7 x 7                 | 5 x 5                 |
| 800                       | 11 x 11                                     | 9 x 9                 | 8 x 8                 | 5 x 5                 |
| 1000                      | 12 x 12                                     | 10 x 10               | 8 x 8                 | 6 x 6                 |
| 1500                      | 15 x 15                                     | 12 x 12               | 10 x 10               | 7 x 7                 |
| 2000                      | 17 x 17                                     | 14 x 14               | 12 x 12               | 8 x 8                 |
| 2500                      | 19 x 19                                     | 15 x 15               | 13 x 13               | 10 x 10               |
| 3000                      | 21 x 21                                     | 17 x 17               | 15 x 15               | 11 x 11               |
| 3500                      | 22 x 22                                     | 18 x 18               | 16 x 16               | 12 x 12               |
| 4000                      | 24 x 24                                     | 20 x 20               | 17 x 17               | 13 x 13               |
| 4500                      | 25 x 25                                     | 21 x 21               | 18 x 18               | 13 x 13               |
| 5000                      | 27 x 27                                     | 22 x 22               | 19 x 19               | 14 x 14               |
| 5500                      | 28 x 28                                     | 23 x 23               | 20 x 20               | 15 x 15               |
| 6000                      | 29 x 29                                     | 24 x 24               | 21 x 21               | 15 x 15               |
| 6500                      | 31 x 31                                     | 25 x 25               | 22 x 22               | 16 x 16               |
| 7000                      | 32 x 32                                     | 26 x 26               | 22 x 22               | 16 x 16               |
| 7500                      | 33 x 33                                     | 27 x 27               | 23 x 23               | 17 x 17               |
| 8000                      | 34 x 34                                     | 28 x 28               | 24 x 24               | 17 x 17               |
| 8500                      | 35 x 35                                     | 29 x 29               | 25 x 25               | 18 x 18               |
| 9000                      | 36 x 36                                     | 29 x 29               | 25 x 25               | 19 x 19               |
| 10000                     | 38 x 38                                     | 31 x 31               | 27 x 27               | 20 x 20               |
| 11000                     | 40 x 40                                     | 32 x 32               | 28 x 28               | 21 x 21               |
| 12000                     | 42 x 42                                     | 34 x 34               | 29 x 29               | 22 x 22               |
| 13000                     | 43 x 43                                     | 35 x 35               | 31 x 31               | 22 x 22               |
| 14000                     | 45 x 45                                     | 37 x 37               | 32 x 32               | 23 x 23               |
| 15000                     | 46 x 46                                     | 38 x 38               | 33 x 33               | 24 x 24               |
| 16000                     | 48 x 48                                     | 39 x 39               | 34 x 34               | 25 x 25               |
| 17000                     | 49 x 49                                     | 40 x 40               | 35 x 35               | 25 x 25               |
| 18000                     | 51 x 51                                     | 42 x 42               | 36 x 36               | 26 x 26               |
| 19000                     | 52 x 52                                     | 43 x 43               | 37 x 37               |                       |

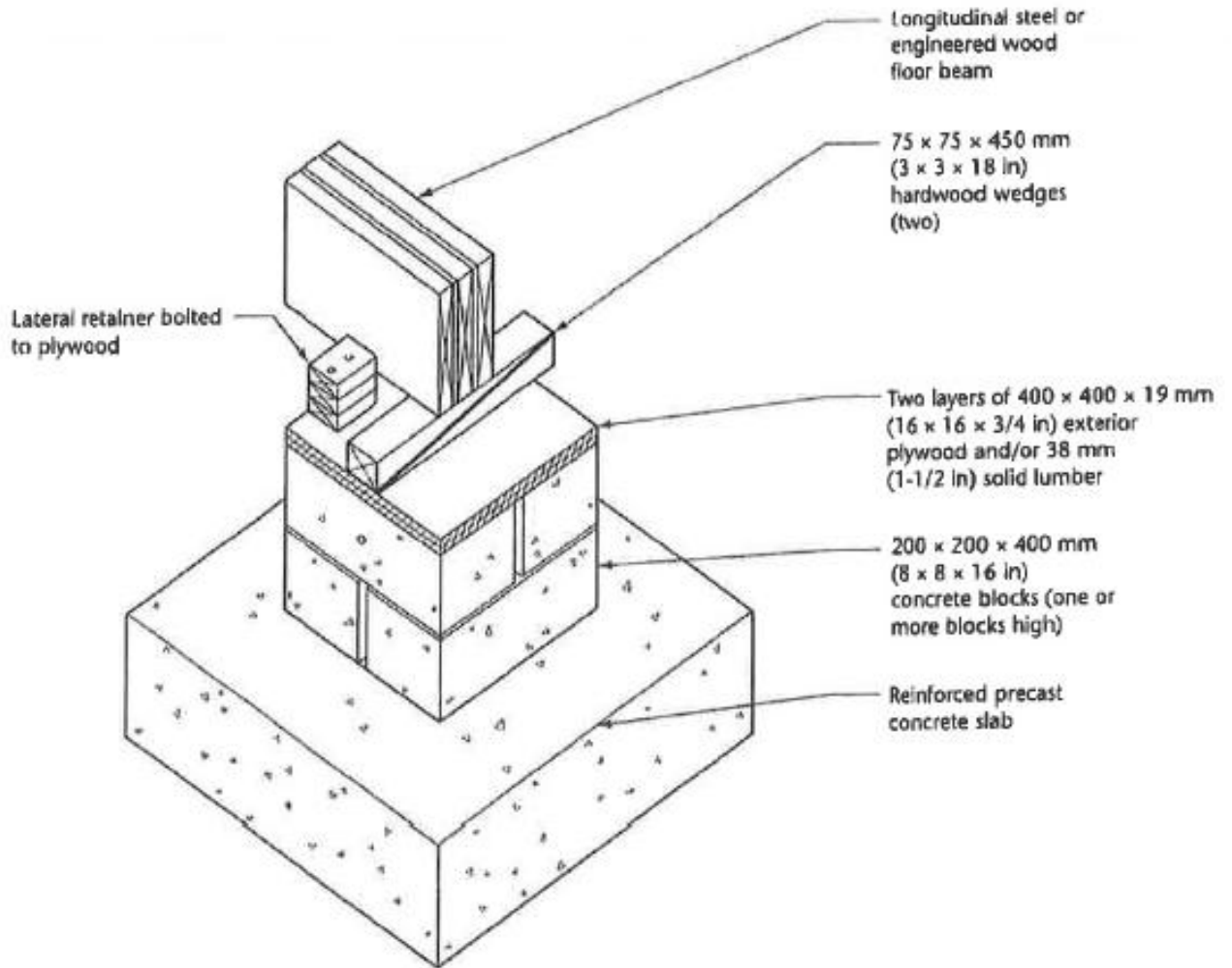
**NOTE –**

1. The footing sizes shown are for square pads and are based on the area (square inches) required for the load. Other footing configurations, such as a rectangular configuration, may be used, provided the area (square inches) is equal to or greater than the area of the square footing shown in the table. For example, a 12-inch x 22-inch (264-square-inch) footing may be used in place of a 16-inch x 16-inch (256-square-inch) footing. Also, two 12-inch x 24-inch pads may be used in place of one 24-inch x 24-inch pad.
2. Local regulations may require design verification by an engineer.
3. psf – pounds per square foot

**Figure B.4**  
**Concrete Block Surface Foundation System**

Z240.10.1-08

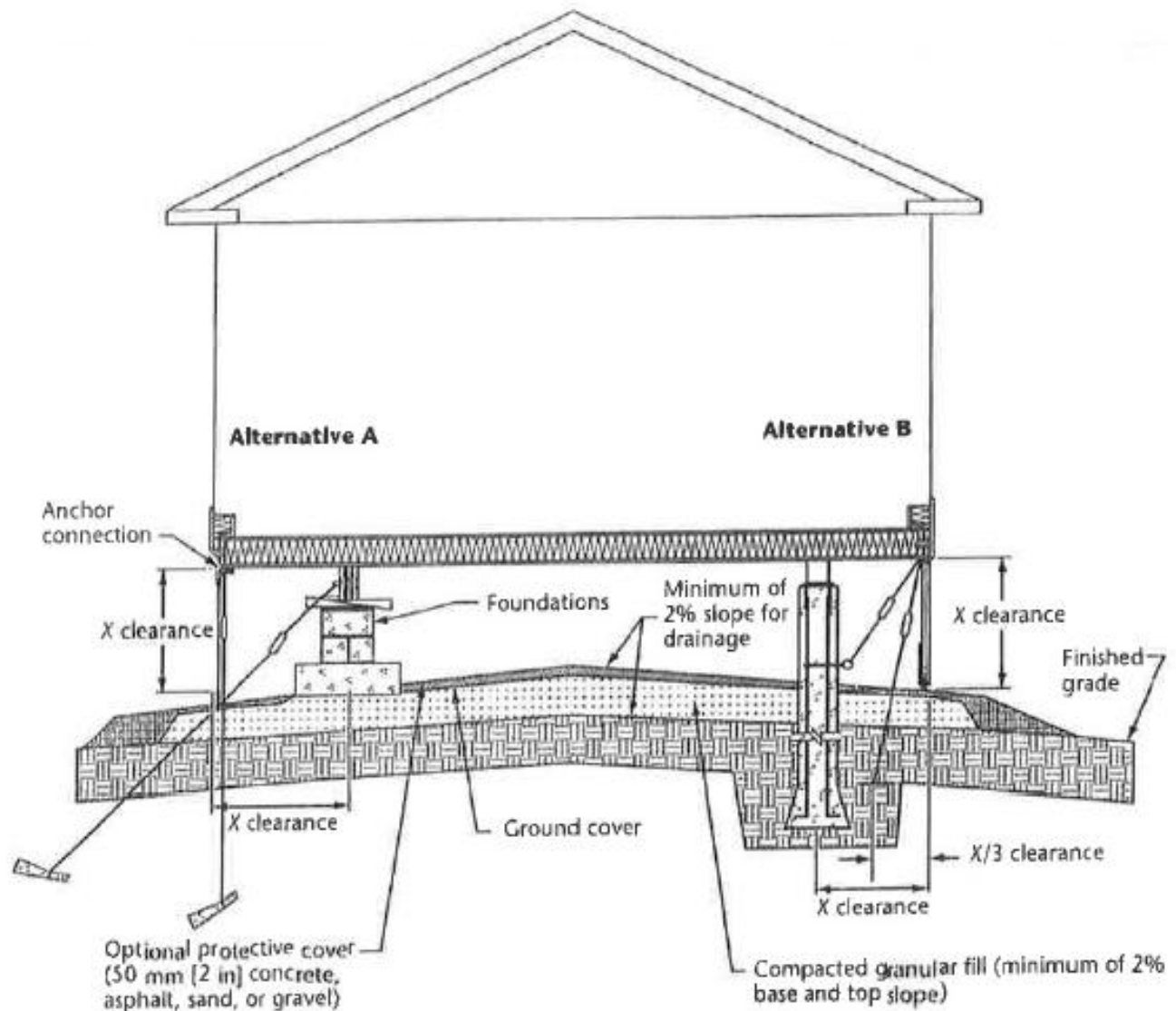
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**Figure C.5**  
**Anchorage for Tornado Protection**

Z240.10.1-08

© Canadian Standards Association



**Notes:**

- (1) The ultimate capacity of anchors and connections to the unit should be not less than 17.8 kN (4000 lb), with the anchors located not more than 1200 mm (4 ft) from the ends and spaced not more than 3660 mm (12 ft) on-center along the sides of the unit.
- (2) Anchors should connect directly to wall studs to provide maximum restraint against uplift of the wall.
- (3) Anchors should be tightened to a minimum force of 13.35 kN (3000 lb) before adjustment to allow slack in the anchor cables.
- (4) For Alternative A, the slack should not exceed 75 mm (3 in) for diagonal cables and 50 mm (2 in) for vertical cables.
- (5) For Alternative B, the slack in the cables should not exceed 50 mm (2 in) although no slack is preferable.
- (6) For non-tornado areas, the spacing between anchors may be increased to 7320 mm (24 ft).