

# City of Mounds View, Minnesota

2401 Highway 10, Mounds View, MN 55112-1499  
(763) 717-4020 \* Fax: (763) 717-4019

# Mobile Home Installation Information Sheet

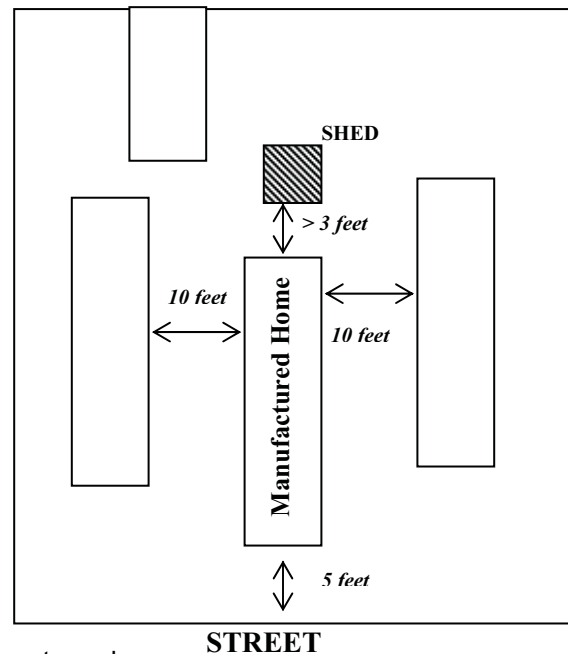
This handout provides information to assist you in the installation of a manufactured home in the City of Mounds View.

## 1. Installer Requirements:

- ◆ The installer performing the set-up must be currently licensed with the State of Minnesota. The installer must provide an installation certificate/seal number on the installation permit application, the year of the home, and affix the seal to the manufactured home after set-up is complete.
- ◆ NOTE: Homeowners installing their own homes are not required to be licensed or provide an installation certificate/seal number. However, homeowners performing their own work must obtain permits and the installation and procedures must comply with city and Minnesota State Building Code requirements.
- ◆ A plot plan showing the setbacks of the manufactured home must be provided at the time of application.
- ◆ A signed authorization from the park manager is required prior to the issuance of the permit.
- ◆ Any person performing work on gas lines, furnaces or water heaters must obtain a mechanical license and a permit for the work from the City of Mounds View.

## 2. Set-Up Requirements:

- ◆ No manufactured home shall be located closer than 5 feet to the side lot lines of a manufactured home park, if the abutting property is improved property, or closer than 10 feet to a public street or alley. Each individual site shall abut or face on a driveway or clear unoccupied space of not less than 16 feet in width, which space shall have unobstructed access to a public highway or alley. There shall be an open space of at least 10 feet between the sides of adjacent manufactured homes including their attachments and more than 3 feet between manufactured homes when parked end



to end.

The space between manufactured homes may be used for the parking of motor vehicles and other property, if the vehicle or other property is parked at least 10 feet from the nearest adjacent manufactured home position. See attached plot plan.

- ◆ The house pad must be crowned or sloped to drain storm water from under the home.
- ◆ The house pad must be covered with a minimum of 6-mil poly sheeting.
- ◆ Blocking must follow the manufacturer's installation specifications or meet the requirements of the Minnesota State Building Code 1350.3300. See attached Pages.
- ◆ City code requires anchors to be installed on all home installations. Homes installed from November 15 through March 31 must conform to this requirement no later than April 1. Homes installed from April 1 through November 14 must conform to this requirement immediately upon installation. Anchors must be approved and installed according to the manufacturer's installation specifications and meet the

requirements of the Minnesota State Building Code 1350.3200. See *attached Pages*.

- ◆ House numbers must be clearly displayed so as to be easily visible from the street.
- ◆ Stairs and landings must be constructed accordingly:
  - a) Width: Every stairway must have a width of at least 36 inches.
  - b) Landings: The size of every landing must be at least 36 inches wide and 36 inches long.
  - c) Guardrails: a guardrail must protect open sides of stairways and landings, which are more than 30 inches above grade. The top of the guardrails must not be less than 36 inches in height. The top of guardrails for stairways, exclusive of their landings, may have a height as specified for handrails of not less than 34 inches or more than 38 inches. Open guardrails must have intermediate rails or an ornamental pattern such that a sphere 4 inches in diameter cannot pass through.
  - d) Handrails: Stairways having less than four risers need not have handrails. Stairways having four or more risers must have a handrail on at least one side. The top of the handrail must be not less than 34 inches or more than 38 inches above the nosing of the treads and landings. Handrails must be continuous the full length of the stairs and the ends must be returned or must terminate in newel posts or safety terminals. The handgrip portion of handrails must not be less than 1 1/4 inches nor more than 2 inches in cross-sectional dimension or the shape must provide an equivalent gripping surface.

NOTE: The guardrail may also serve as the handrail as long as ALL the requirements for both the guardrail and the handrail are met.

### 3. Utility Connections:

- ◆ Water Connections must comply with the Minnesota State Plumbing Code.
  - a) Correct materials must be used.
  - b) Protect from freezing.
  - c) Flexible enough to permit movement.
  - d) Supported off the ground.
  - e) 3/4-inch service line is required.
- ◆ Sewer connection must comply with the

Minnesota State Plumbing Code.

- a) Correct materials must be used.
- b) A minimum slope of 1/8 inch per foot.
- c) Properly supported.
- d) Gasket at sewer connection.

- ◆ Gas connection must comply with the Minnesota State Mechanical Code.

- a) Semi-rigid copper or an AGA approved manufactured home gas connector.
- b) Flexible enough to permit movement.
- c) Must not be buried in ground.
- d) Pressure test gas line:
  - i. Connector and manufactured home piping to appliance valves should be subject to a 2-pound test for a minimum of 10 minutes.
  - ii. Reduce pressure to not less than 10 and not more than 14 inches of water column and perform soapy water test on appliance connectors.

### 4. Number of Ties Required:

The number of ties required per side of a single-wide mobile home are listed below.

This table is based on a minimum working load per anchor of 3,150 pounds with a 50 percent overload (4,725 total).

Length of Mobile Home (Feet)	No. of Vertical Ties	No. of Diagonal Ties	No. of Baling Straps	No. of Diagonal Ties
Up to 40	2	3	2	3
40-46	2	3	2	3
46-49	2	3	2	3
49-54	2	3	2	3
54-58	2	4	2	4
58-64	2	4	2	4
64-70	2	4	2	5
70-73	2	4	2	5
73-84	2	5	2	5

Double-wide mobile homes require only the diagonal ties specified in column 3, and these shall be placed along the outer side walls. Except when the anchoring system is designed and approved by a registered professional engineer or architect. Length of mobile home (as used in this table) means length excluding draw bar.

Alternate method. When this method is used, an approved reinforcement means shall be provided. If baling is used to accomplish this reinforcement, the provisions of part 1350.2600, subpart 2, item F shall

apply. Diagonal ties in this method shall deviate at least 40 degrees from vertical. Diagonal ties in this method shall be 45 degrees plus 5 degrees from vertical and shall be attached to the nearest main frame member.

## **Permit Requirements and Procedures**

### **Installation Permits:**

The Park Manager must complete Manufactured Home Park Manager Approval Form. This form must be submitted before the installer's permit application will be considered. The permit must be posted on the front of the home (side closest to the street). No inspection will be made if the permit is not posted. Gas service will not be turned on until the permit card for the gas installation is signed.

### **Electrical Permit:**

Must be obtained for any on-site electrical wiring required to install or prepare a manufactured home for occupancy. The Minnesota State Electrical Board issues electrical permits. Applications may be obtained from the Mounds View Community Development Department at a cost of \$1.50.

### **Permit Issuance:**

You will need to pay the permit fees and get a copy of the permit from our office before work begins.

### **Inspections:**

Gas line pressure test: Gas line and valves must hold a minimum of 2 PSI for at least 10 minutes. A final inspection is needed when support system, ground anchors and utility connections are complete and stair/landings have been installed.

NOTE: The City of Mounds View must approve occupancy before occupying a Manufactured Home that has been moved into the city.

You need to call for an inspection when you are at each of these steps. You need to call at least 48 hours prior to when you want the inspection. We will confirm by telephone when the inspection is scheduled. Unless you have heard from us, the inspection has not been scheduled.

**INSPECTION REQUEST LINE: (763) 717-4020**

When you call us, please make sure you tell us:

YOUR NAME  
ADDRESS OF THE PROPERTY  
TYPE OF INSPECTION NEEDED  
BUILDING PERMIT #  
DAY TIME PHONE #

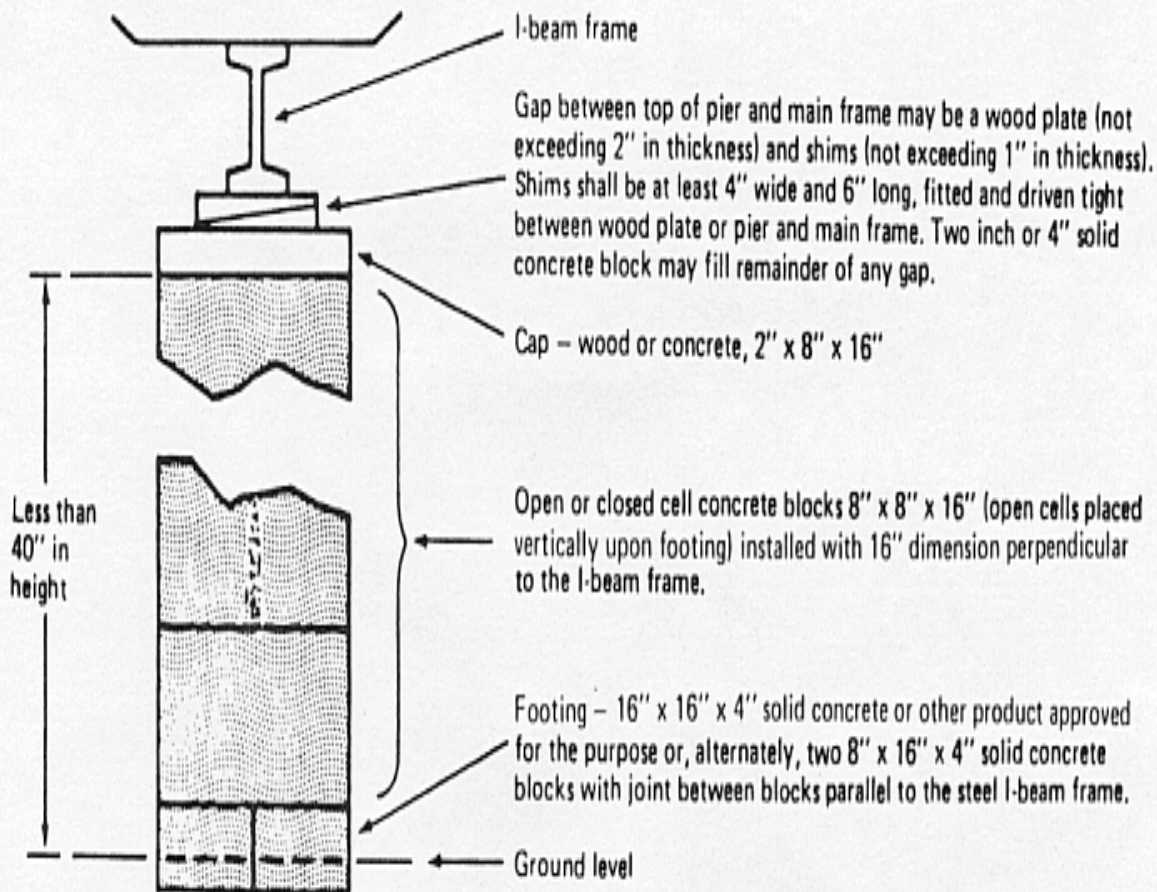
## **Questions?**

If you have questions about the information in this handout, please contact the Building Official at (763) 717-4024 or the Community Development Administrative Assistant (763) 717-4020. You can also e-mail your questions to [permits@ci.mounds-view.mn.us](mailto:permits@ci.mounds-view.mn.us).

The City also has permit applications available on our website at [www.ci.mounds-view.mn.us](http://www.ci.mounds-view.mn.us)

**This information is a guide to the most common questions and problems. It is not intended nor shall it be considered a complete set of requirements.**

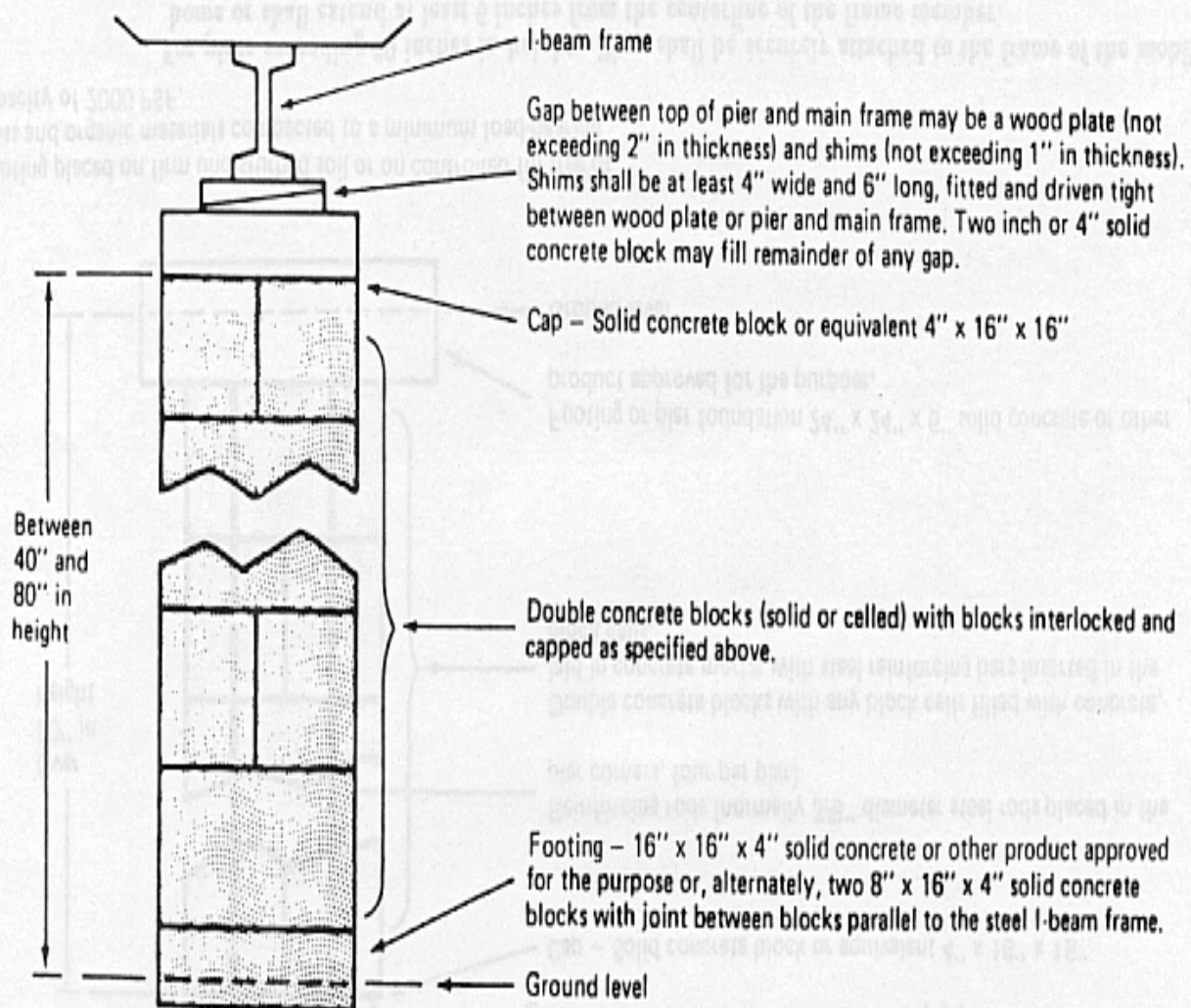




Footing placed on firm undisturbed soil or on controlled fill free of grass and organic materials compacted to a minimum load-bearing capacity of 2000 PSF.

**For piers less than 40 inches in height (except corner piers over 3 blocks high). Piers shall be securely attached to the frame of the mobile home or shall extend at least 6 inches from the centerline of the frame member.**

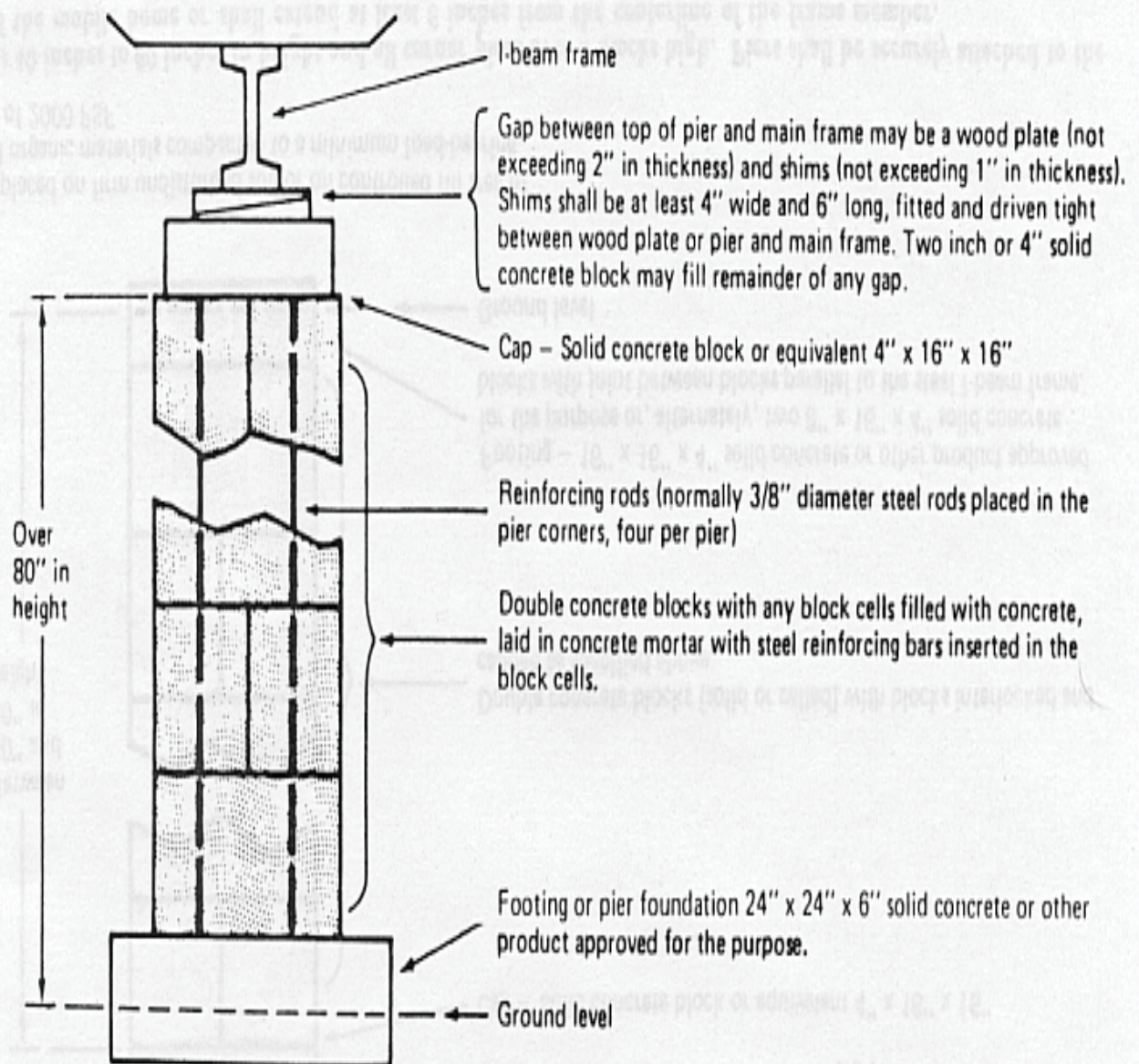




Footings placed on firm undisturbed soil or on controlled fill free of grass and organic materials compacted to a minimum load-bearing capacity of 2000 PSF.

**For piers 40 inches to 80 inches in height and all corner piers over 3 blocks high. Piers shall be securely attached to the frame of the mobile home or shall extend at least 6 inches from the centerline of the frame member.**



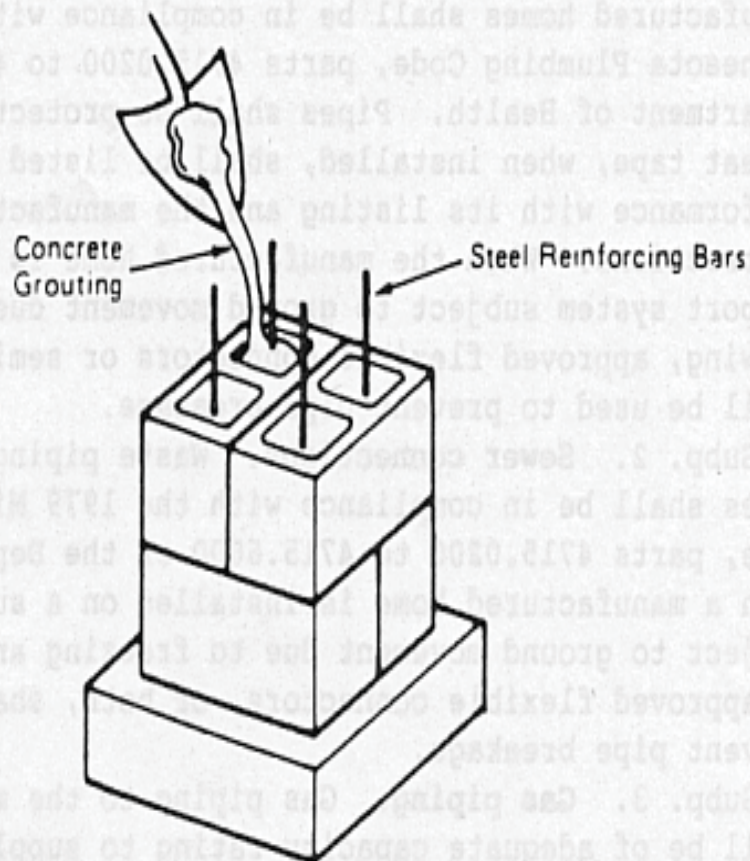


Footing placed on firm undisturbed soil or on controlled fill free of grass and organic materials compacted to a minimum load-bearing capacity of 2000 PSF.

**For piers exceeding 80 inches in height. Piers shall be securely attached to the frame of the mobile home or shall extend at least 6 inches from the centerline of the frame member.**



**Subp. 4. Piers over 80 inches tall; reinforcement.**



**Figure A-4.** For piers exceeding 80 inches in height the concrete blocks must be filled with concrete grouting and steel reinforcing rods utilized.

**SA: MS s 327.33**