

Permit Office (828)465-8399
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CATAWBA COUNTY INFORMATION SHEET FOR MANUFACTURED HOME INSPECTIONS

PLEASE MAKE SURE ALL PAPERWORK IS IN THE SAME NAME (ZONING PERMIT, MANUFACTURED HOME PERMIT, AND APPLICATION FROM ELECTRICIAN AND PLUMBER).

***BEFORE SCHEDULING AN INSPECTION THE MANUFACTURED HOME PERMIT CARD MUST BE POSTED*
(SEE CARD FOR MOUNTING INSTRUCTIONS)**

- *Set-up of the manufactured home must meet the new North Carolina Manufactured/Mobile Home Code Book. A Set-up manual must be on the job site at time of first inspection for all NEW manufactured homes.**
- *Access to underneath of manufactured home before skirting is in place. If using vinyl skirting or any type that can be easily removed, skirting may be installed before inspection; however, a panel of skirting must be removed at every tie down (INSPECTORS SCHEDULE DOES NOT ALLOW TIME TO REMOVE PANELS FOR HOMEOWNERS).**
- *Property lines must be clearly marked (must meet property line setbacks that the Zoning Office listed on the Zoning permit).**
- *Rough In for connection of the halves for Multi-sectional Homes. (Before vinyl siding is in place on each end and ridge vent installed). A ladder and set up manual must be made available at each job site.**
- *Access to inside of manufactured home (if personal belongings have been moved into the home, someone must be present at time of inspection). **Please let the Permit Center know any details concerning inspection that the inspector needs to be aware of (phone numbers, location of key, etc.), when requesting inspection.**
- *Steps, decks, porches installed at ALL EXITS (Steps over 30 inches high will require handrails on all open sides). Landings over 36 sq. ft. must comply with the current North Carolina Residential Building Code.(Special criteria may apply from specific zoning jurisdictions. To obtain zoning information call the zoning office with jurisdiction over the jobsite)**
- *Water supply and sewer connections completed. (Building sewer and underground water lines must be inspected before covering).**
- *Exposed water lines insulated (according to the current Residential Plumbing Code, R-value 6.5 and water cut-off within 3 foot of access door.**
- *Service Pole must be pressure treated lumber for direct ground contact.**
- *Dryer vent must terminate outside of skirting or the side of home and must be made of non-combustible material.**

***A REINSPECTION FEE WILL BE CHARGED FOR THE FOLLOWING SITUATIONS, BUT NOT LIMITED TO THE LIST BELOW (ANY UNWARRANTED TRIP WITHOUT PROPER EQUIPMENT OR INFORMATION AVAILABLE WILL JUSTIFY A REINSPECTION FEE):**

- 1. If the job site cannot be located due to poor driving directions, manufactured mobile home permit card not being posted, wrong house number or street address given to Inspections Office at the time permit(s) were issued.**
- 2. Manufactured Home locked. (Inspection cannot be made).**
- 3. Job not ready for scheduled inspection (SEE ABOVE LIST)**
- 4. Required information not on job site at time of inspection. (Set-Up manual, engineer data on piers if required, etc.)**
- 5. When a contractor/owner/agent calls for a reinspection, and ALL ITEMS are not corrected from the previous inspection checklist. (If you cannot read or understand the checklist, call the appropriate inspector between 8AM-8:45AM).**
- 6. No ladder on job site at marriage wall and/or roof inspection.**

IN ACCORDANCE WITH THE FEDERAL AMERICANS WITH DISABILITIES ACT (ADA) INDIVIDUALS MAY REQUEST ASSISTANCE OR AN INTERPRETER FOR THE DEAF BY CONTACTING THE PERMIT CENTER AT 465-8399. ACCESS TO THE GOVERNMENT CENTER IS AT THE MAIN ENTRANCE DOORS. THE ELEVATOR IS LOCATED IN THE MAIN LOBBY.

NO ELECTRICAL POWER WILL BE GIVEN UNTIL ALL INSPECTIONS ARE MADE AND APPROVED BY THE BUILDING INSPECTOR

****TO SCHEDULE INSPECTION REQUESTS PLEASE USE THE PERMIT CENTER NUMBER 465-8399****