



Richland County Courthouse

RICHLAND COUNTY DEPARTMENT OF BUILDING REGULATIONS

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www.richlandcountyoh.us/c&p.htm

The installation standards as outlined in Chapter 4781-6-02 of the Ohio Administrative Code provide minimum requirements for the initial installation of new, used or relocated mobile or manufactured homes and shall apply to the installation and occupancy of mobile and manufactured homes in Ohio.

Manufactured Homes Plan Submittal Requirements

Manufactured Housing Plans shall be neatly drawn to a consistent and recognized scale (1/4"=1' minimum). Two sets of plans are required and one set will be returned after review and approval. Fees must be paid at the time of application. Plans and applications shall include but not be limited to the following:

- Complete and accurate directions must be provided on the application. The address shall be plainly visible and legible from the street or road fronting the property per RCO 321.1.
- Approved Zoning permit for construction in zoned townships.
- Approved Stormwater Management Permit for buildings within the jurisdiction of the Richland Soil and Water Conservation District.
- Detailed Site Plan. See site plan requirements.
- Septic or Sewer approval. Septic Permits must be obtained from the Richland County Health Department. Sewer permits must be obtained from the Richland County Building Department.
- Installers name, address, telephone, fax, and installer's License number as licensed by the Ohio Manufactured Homes Commission. If multiple installers will work on the structure, provide information for all installers.
- Manufactured Dwelling Unit drawings from manufacturer. If not available (used homes only), a floor plan drawn to scale must be provided showing uses of all rooms. Provide the year of manufacture of the dwelling unit.
- Detailed plan of foundation or columns.
 - Provide a dimensioned layout and cross section of columns, tie-down spacing, and skirting. For poured or block foundations, provide a dimensioned layout and cross section of walls, piers, columns, and any supporting girders or beams.
 - If basement is being constructed, show location of stairs and provide electrical line diagram. Line diagram shall include electrical service entrance, panel locations, grounding, conductor sizes and types, receptacles, lights, outlets, switches, smoke detectors, etc.
 - Indicate details of crawl space ventilation or basement access as described above.
- Any deck and garage details shall be provided per the Deck and/or Accessory Storage Building Checklist. Check with manufacturer or Richland County Department of Building Regulations prior to submitting to verify method of deck and garage attachment.
- Line diagram showing electrical service entrance. This diagram shall include but not be limited to panel and disconnect locations, entrance conductor sizes and types, and methods of grounding. Provide the name of the power company.
- After the building permit is issued, a plumbing permit (if required) must be obtained from the Richland County Health Department.
- For manufactured homes located in Manufactured Home Parks, please contact the Ohio Department of Health at (614) 466-1390

This sheet is intended for use as a guide. Incomplete details may result in rejection of submittal and plan review.