



## MANUFACTURED HOME PLACEMENT – IN A PARK

### Information for Plan Review

For placement of a Manufactured Home, see page 2 for Permit Cost Information.

Please provide three (3) sets of plans which include the following information:

- Permitted Housing:** There are no restrictions provided no manufactured dwelling shall be more than 10 years in age at time of placement. [SHMC 17.64.010(A)]
- Manufacturer:**
  - Name / Serial # / Model # / Year of manufacture
  - County and State of origin, if not new
  - Height of structure with foundation
  - Roof Pitch
- Site Plan**
  - Date
  - North Arrow
  - Property Lines & lot corners
    - o Dimensions and setbacks.
    - o Exterior park property lines if lot is located on exterior of park.
  - Easements that might affect placement.
  - Placement of manufactured home showing distances to lot lines.
  - Placement of garage, carport or covered parking space [SHMC 17.64.010(D)].
  - Placement of storage shed [SHMC 17.64.010(E)].
  - Names of all adjacent streets or driving lanes and access to property.
    - o Note the width and length of access.
    - o Show sidewalks if applicable.
  - Dimension distances from home to existing buildings or structures that are on neighboring lots.
- Floor Plan:**
  - Show layout of rooms with overall dimensions of the home (length and width).
  - Make a note of any tip-outs or cabanas and show placement on the plan.
- Foundation Plan:** show foundation layout and type of foundation (pier and beam, slab, etc.)
- Skirting Material** (block skirting, vinyl skirting, etc.)
- Entry** steps and landing design/details with dimensions.

The minimum landing at a door that swings to the inside is 3 feet by 3 feet.

  - If the landing is 30 inches or more above grade (ground level), a building permit will be required.
  - If the landing is less than 30 inches above grade, a permit will not be required, however, design of the stairs, landings, and railings are required.



**City of Sweet Home**

Community and Economic Development Department- Building Program

3225 Main Street, Sweet Home OR 973686 541-367-7993 e-Permits: BuildingPermits.Oregon.gov

## Permit Cost Information

*The following summary of fees and other costs are approximate and are subject to adjustment, depending upon the individual project.*

**FEES**

<b>Manufactured Home (MH)</b>	MH Placement	250.00	
	Plumbing	110.00	Water/sewer and rain drains
	Mechanical	Varies	If you install a new appliance that is <i>not</i> original with home.
	State Surcharge	Varies	12% (based on the total of the above fees)
	COMA Fee	30.00	State Manufactured Dwelling & Cabana Installation Admin fee
<b>Decks and stairs</b> (Permit required <i>if</i> measured higher than 30" from grade, or covered)	Building permit	Varies	Dependent on plans and sq ft
	State Surcharge	Varies	12% (based on above fees)
	Plan Review Fee	Varies	65% of permit fee
<b>Garage or carport or storage building</b>	Building permit	Varies	Dependent on plans and sq ft
	State Surcharge	Varies	12% (based on above fees)
	Plan review fee	Varies	65% of permit fee

**Apply for Electrical Permit through:**

Linn County Planning and Building Department  
 300 SW 4<sup>th</sup> Street, Room 114  
 Albany, OR 97321  
 (541) 967-3816