



MANUFACTURED HOME PLACEMENT – ON A LOT

Information for Plan Review

For placement of a Manufactured Home, see page 3 for Permit Cost Information.

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

- Site Plan:** see the attached check list on page 2.
- General Standards:** Manufactured homes are permitted in all residential zones. The minimum lot area, setback, and height standards of the subject zone shall also apply to manufactured homes sited on individual lots. [SHMC 17.66.020]
 - Size:** The manufactured home shall be multi-sectional and have at least 1,000 square feet of gross floor area. [SHMC 17.66.020(A)]
 - Performance Standards:** The exterior thermal envelope must meet the standards specified by state law for single family dwellings, as defined in ORS 455.010. [SHMC 17.66.020(B)]
 - Removal of Towing Equipment:** All towing hitches, wheels, running lights, and other towing related equipment shall be removed within thirty (30) days after installation of the manufactured home. [SHMC 17.66.020(C)]
 - Foundations:** The manufactured home shall be placed on an excavated and back filled foundation with no more than 12 inches of inclosing material exposed above grade. The foundation shall meet building code and Flood Hazard Area (if applicable) standards. [SHMC 17.66.020(D)]
 - Utilities:** The manufactured home shall be provided with storm drainage, sanitary sewer, electric, telephone, and potable water utility services with easements dedicated where necessary to provide such services. [SHMC 17.66.020(E)]
 - Historical Sites:** No manufactured home shall be located on property containing a historic landmark, or, on a lot or parcel immediately adjacent to property containing a historic landmark. [17.66.020(F)]
 - Roofing:** Minimum 3:12 pitch. The manufactured home must have a composition asphalt, fiberglass, shake, or tile roof with a nominal pitch of three (3) feet in height for each twelve (12) feet in width. [17.66.020(G)]
 - Exterior Siding and Finish:** The exterior siding of the manufactured home must have the same appearance as materials commonly used on residential dwellings. [17.66.020(H)]
 - Garage or Carport:** Is REQUIRED. The garage or carport shall be placed on the property prior to occupancy of the manufactured home. [SHMC 17.66.020(I)]
 - Off-Street Parking:** Parking and improvements shall be as specified in Chapter 17.44. [SHMC 17.66.020(J)]
- Manufacturer's:** Name / Serial # / Model # / year of manufacture / County and State or origin, if not new.



Site Plan Checklist

NOTE: All dimensions must be accurate. “Minimum” dimensions will not be accepted. All setbacks are from property lines. Property lines shall be located from property pins or survey markers. Do not measure from streets, curbs, sidewalks, landscaping, or fences, as these may not be true property lines.

Please provide three (3) copies of a Site Plan, if Residential, or four (4) copies, if Commercial, drawn to scale, with the following information, if applicable:	NEED	OK or N/A
1. Date		
2. North arrow		
3. Property lines with dimensions		
4. Property corners		
5. Slope of lot (if exceeds 4 feet, show contour lines at 2-foot intervals)		
a. Driveway grade		
6. Names of all adjacent streets or driving lanes, and access to property		
a. Note width and length of access; indicate if access has hard surface approach (HSA), or gravel		
b. If corner lot, show distance to access from corner		
c. Locate sidewalks		
d. Length of footage on public streets		
7. Placement of buildings, porches and/or accessory structures (carport, garage, shop, decks, etc.) on site.		
a. Dimension distances <u>between</u> new and existing buildings.		
b. Dimension setbacks of structures to property lines (distances of all buildings, decks, porches, etc. to the true property lines).		
c. Label existing structures “existing”		
d. Show, label, and include the dimension(s) of any exterior decks(s)		
e. Label <u>ALL</u> building square footage(s) – EXISTING and NEW		
f. Label all building heights (upper and lower if buildings are on a slope)		
8. Show public and/or private easements, if applicable		
9. Show location of storm drains. Label the direction of storm water runoff (to curb or ditch, etc.)		
10. Location of water and sewer services (do not locate utilities in driveway)		
11. Location of well(s), if applicable		



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

Manufactured Home (MH)	MH Placement	250.00	
	MH Utilities	110.00	
	Plumbing – Site	150.00	Min fees: water/sewer/storm
	Mechanical	Varies	If interior MH changes made
	State Surcharge	Varies	12% (based on the total of the above fees)
	COMA Fee	30.00	State Manufactured Dwelling & Cabana Installation Admin fee
Decks and stairs (Permit required <i>if</i> measured higher than 30" from grade, or covered)	Building permit	Varies	On valuation of construction
	State Surcharge	Varies	12% (based on above fees)
	Plan Review Fee	Varies	65% of permit fee
Garage or carport	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
Public Works Right-of-Way permit	Basic Public ROW fee	60.00	Base fee (includes sidewalks)
	Driveway	30.00	Minimum fee
	Culvert (new or extension)	20.00	Minimum fee
	Connection to sanitary sewer system	30.00	Tap to main
	Connection to storm drainage system	10.00	Direct, weep hole, roadside ditch

Apply for Electrical Permit through:

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