TOWN OF LYONSDALE

Mobile Home Permit Application

ENFORCEMENT OFFICER:

Joseph Pfeiffer Jr.
P. O. Box 251
Boonville, N.Y. 13309
Phone / FAX (315) 942-5705
Email inspectorjoep@aim.com

TOWN CLERK:

Lyonsdale Town Clerk
P.O. Box 144
Port Leyden, NY I3433
Phone (315) 348-8249

DATE _____ **PERMIT NUMBER _____**

ISSUED TO: _____

_____

CLASS OF WORK NEW _____ REPLACEMENT _____ ALTERATION _____

One or two family dwellings, additions, mobile & modular homes **$35.00 base + 15 cents per sq. ft.**

_____

ONCE THE PERMIT IS APPROVED:

I) Applicant may proceed with the construction.
2) Town inspector must inspect the system before it is covered.
3) If there is a violation of the code, the. Applicant will receive a Notice of Violation and shall remedy the situation. The inspector must conduct a re-inspection before the system is covered.
4) If the violation is not remedied, the applicant will receive a STOP WORK ORDER.
5) If the STOP WORK ORDER is ignored, the applicant and / or owner will receive an appearance ticket, reserving the Town any and all legal remedies.
6) PROJECT COMPLETED, CERTIFICATE OF COMPLIANCE IS ISSUED.

IF THE PERMIT IS DENIED:

a) Applicant shall make necessary corrections.
b) Applicant may resubmit the Building Permit Application.
c) It shall be the responsibility of the owner, applicant or his agent to inform the inspector that the work is ready for inspection and to schedule such inspection, at least 24 hours in advance.
d) Then a CERTIFICATE OF COMPLIANCE IS ISSUED.

TOWN OF LYONSDALE

MOBILE HOME PERMIT APPLICATION

THIS APPLICATION MUST BE COMPLETELY FILLED IN BY INK OR TYPEWRITER AND SUBMITTED TO THE LYONSDALE TOWN CLERK'S OFFICE WITH THE REQUIRED FEE OF ONE OR TWO FAMILY DWELLINGS, ADDITIONS, MOBILE & MODULAR HOMES $35.00 BASE +15 CENTS PER SQ. FT.

This application must be accompanied by three sets of plans and specifications describing the nature of the work to be performed, the materials and equipment to be used and installed. Plans and specifications shall be in accordance with the State Education Law, Sections 7307 and 7209. This law requires that the seal and signature of a licensed architect or professional engineer be affixed to all plans submitted. If the Manufacturers installation instructions doesn't require stamped plans then they may be submitted without a stamp.

THE WORK COVERED BY THIS APPLICATION MAY NOT BE COMMENCED BEFORE THE ISSUANCE OF A BUILDING PERMIT.

Upon approval of the application, the Lyonsdale Code Enforcement Officer will issue a building permit to the applicant together with approved, duplicate set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises available for inspection throughout the progress of the work.

NO BUILDING SHALL BE OCCUPIED OR USED IN WHOLE OR IN PART FOR ANY PURPOSE WHATEVER UNTIL AN APPLICATION IS MADE FOR, AND CERTIFICATE OF OCCUPANCY SHALL HAVE BEEN GRANTED BY THE TOWN OF LYONSDALE CODE ENFORCEMENT OFFICER.

NOTE: If any item does not apply, write N/A (please do not leave it blank)

"EXACT" LOCATION (give directions)_____

_____

(Street/Road name, number, side of street/road, distance from nearest cross road)

TAX ID # FROM THE TAX BILL (example - Section 123.00 Block 01 Lot 12.300)

Tax Map No. Section_____ **Block**_____ **Lot**_____

(Circle) whether applicant is: OWNER, LESSEE, AGENT, ARCHITECT, ENGINEER, OR BUILDER

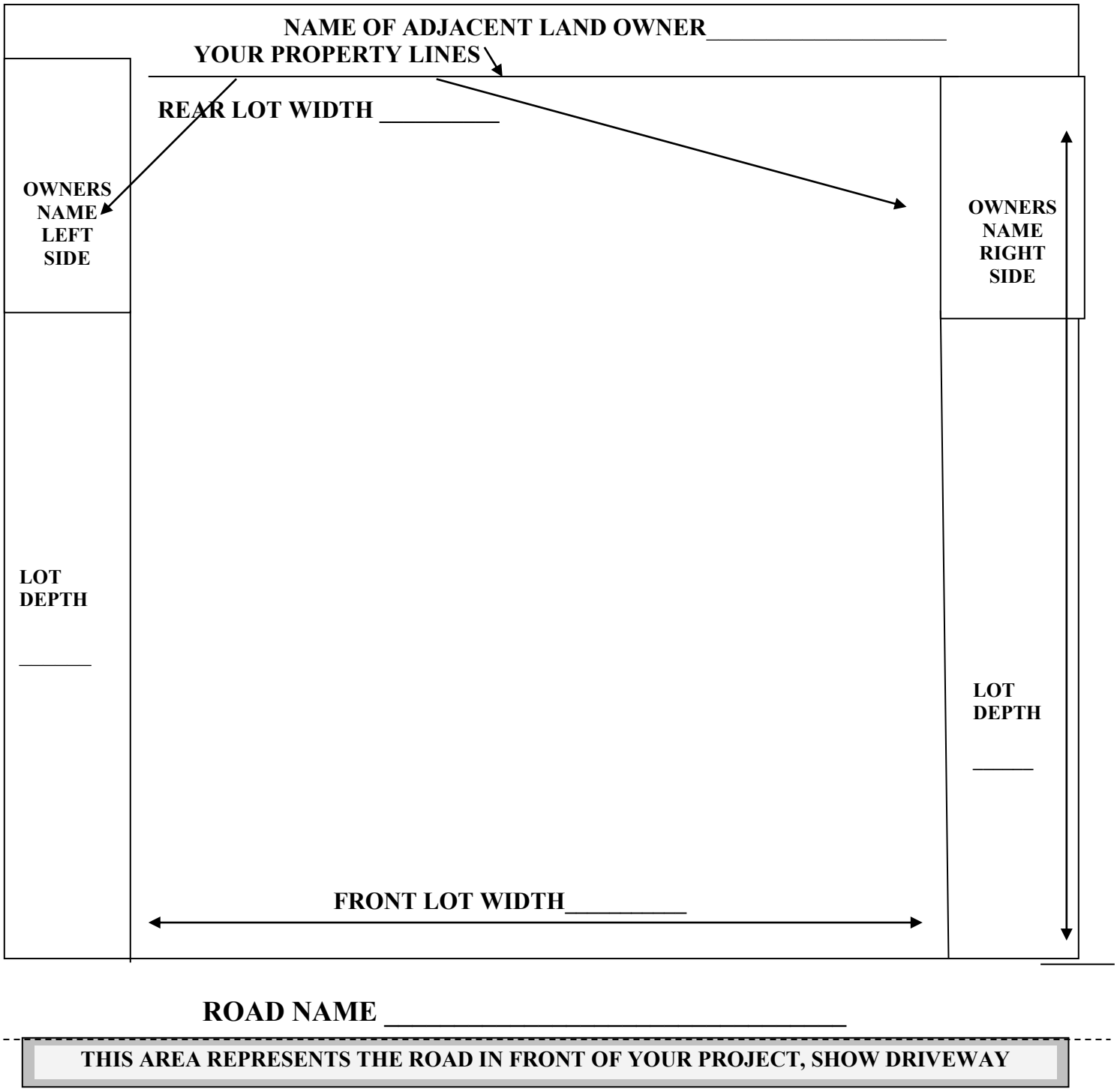
Name and address of Applicant	*Name and address of Landowner (If other than Applicant)*
_____	_____
_____	_____
_____	_____
Phone No._____	**Phone No.** _____

Email address _____

Total Estimated Value of Construction $_____ **Square Footage of proposed home**_____

Use the space below or attach a separate sheet to show the location of the proposed building(s) in relation to all roads public or private, distance proposed building is from all bodies of water, the location of all wells and septic systems, existing and proposed, the distance between buildings and give the road name as well as the names of all adjacent landowners. Also show the lot width and depth, and show the distance of proposed building(s) to all property lines.
NOTE: GIVE THE DISTANCE OF ALL WELL AND SEPTIC SYSTEMS ON NEIGHBORING PROPERTIES TO YOUR PROPOSED WELL/SEPTIC IF CLOSER THAN 150FT.

PLOT DIAGRAM



ROAD NAME _____

THIS AREA REPRESENTS THE ROAD IN FRONT OF YOUR PROJECT, SHOW DRIVEWAY

1. HUD Seal # _____ Year of Manufacture _____ New _____ Used _____

Name of Manufacturer_____ Model # _____

a. Mobile homes manufactured before June 15, 1976, (no HUD seal) must be inspected by an agency or individual acceptable to the Town. The inspector must certify that the mobile home is:

1. Structurally sound

2. Free of heating and electrical system hazards.

THESE CERTIFICATIONS MUST BE INCLUDED WITH THIS APPLICATION BEFORE ISSUANCE.

b. Manufactured homes which are relocated shall have a manufacturer's label certifying compliance with applicable Department of Housing and Urban Development (HUD) Manufactured Home Construction and Safety Standards and a data plate, affixed in the manufacturing facility, bearing not less than the following information:

§RAE102.6.1 The statement: "This manufactured home is designed to comply with the federal mobile home construction and safety standards in force at the time of manufacture."

§RAE102.6.2 Reference to the structural zone and wind zone for which the home is designed.

§RAE102.6.3 Data relative to the heating and insulation zone and outdoor design temperature.
IF THE MOBILE HOME YOU WISH TO INSTALL DOES NOT HAVE ITEMS LISTED IN (B), YOU WILL HAVE TO COMPLY WITH THE REQUIREMENTS OF (A) AS IF THE MOBILE HOME IS A PRE HUD HOME.

2. Check Method of Installation: Manufacturer's Installation Instructions_____ Engineers Design_____ NCSBCS/ANSIA225-1-1994 STANDARDS_____

NOTE: It will be necessary to have available, the manufacturer's installation instructions for review and approval of this project if the foundation and installation are not designed by an architect or engineer. ALSO NOTE: YOUR MANUFACTURER'S INSTALLATION INSTRUCTIONS MAY REQUIRE AN ENGINEER'S DESIGN.

3. Type of Foundation: Concrete Slab with Anchors_____ Cellar/Basement_____

Below Frost Peers with Anchors_____ Other Engineered Design_____

A CONTINUOUS VAPOR BARRIER SHALL BE PROVIDED UNDER THIS HOME UNLESS EXEMPTED BY THE MANUFACTURER. BLOCKING SHALL BE DONE IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION DIAGRAM OR DESIGN PROFESSIONALS PLAN.

4. Foundation Materials and Sizes: Width, Length, Thickness of Slab and Type of Slab Reinforcement. _____

_____

Type of Foundation Wall: Concrete Block _____Poured Concrete _____ Other Engineered Design _____

Size of Footer_____ Thickness of Wall_____ Height of Wall _____

5. (a) Type of piers/blocking under home: Sona tubes_____ (size in diameter)_____ Single stacked concrete blocks____

Double stacked concrete blocks _____ steel pre-manufactured jack stands _____

Other engineered design____ Describe_____

(b) Max. distance between piers/stands in feet and inches_____ based on manufactures requirements

(c) Perimeter blocking required on all openings over 4 ft. and on hinge side of all doors.

6. (a) Type, number and size of anchor/tie downs used_____

(b) Min. distance in feet and inches between anchors_____

(c) Method of attachment to ground/slab_____

(d) All mobile homes must have anchor/tie downs installed. (check whether new or used mobile home)

_____ New mobile homes must be tied down as per the manufacturer's installation instructions.

_____ Used mobile homes must be tied down within 2 feet of each end on each side and no more than 10 feet apart thereafter.

7. Type of Skirting Proposed: Masonry_____ Wood____ Vinyl_____ Other_____ Explain _____
_____

8 Ventilation of Skirted Area _____

9. Type of Heat (CIRCLE ALL THAT APPLY) Oil Propane Natural Gas Electric Wood

Will you be installing additional wood heat?_____(solid fuel heat requires separate permit)

10. Source of Water Supply: Public _____ Well_____ Spring_____ Driven Point_____ Other_____

Explain_____

11. Size of Electrical Entrance: amps_____ New _____ Existing_____sub-panel amps _____

12. Smoke Detectors (circle one) - Battery – Electric How many_____Locations_____

13. Stairways (including exterior)

a) Locations, materials, and width:_____

(check all that apply) Type: open ____ closed _____other____ rise (8 ¼" maximum), tread 9" minimum, **(minimum of 36" stair width)**, (**minimum of 6'8" head room measured vertically from sloped plane, solid risers require nosing at least ¾" and no more than 1 ¼")**

NOTE: (a) guards required. Porches, balconies or raised floor surfaces located more than 30 inches (762 mm) above the floor or grade below shall have guards not less than 36 inches (914 mm) in height. **Open sides of stairs with a total rise of more than 30 inches (762 mm) above the floor or grade below shall have guards not less than 34 inches (864 mm) in height measured vertically from the nosing of the treads.**

(b)Guard opening limitations. Required guards on open sides of stairways, raised floor areas, balconies and porches shall have intermediate rails or ornamental closures that do not allow passage of **a sphere 4 inches (102 mm) or more in diameter. EXCEPTION:** The triangular openings formed by the riser, tread and bottom rail of a guard at the open side of a stairway are permitted to be of such **a size that a sphere 6 inches (152 mm) cannot pass through**.

(c) Handrails. Handrails having minimum and maximum heights of 34 inches and 38 inches, respectively, measured vertically from the nosing of the treads shall be provided on at least one side of stairways.

(d) Landings at doors. There shall be a floor or landing on each side of each exterior door. **EXCEPTION:** Where a stairway of two or fewer risers is located on the exterior side of a door, other than the required exit door, a landing is not required for the exterior side of the door. The floor or landing at a door shall not be 2more than 1-1/2 inches (38 mm) lower than the top of the threshold.

EXCEPTION: Provided that the exterior doorway is not for the exit door required by §RR311, the step between the landing at an exterior doorway and the top of the threshold shall have a rise not greater than permitted in §RR314.2. The door, other than an exterior storm or screen door shall not swing over the landing. size. The width of each landing shall not be less than the stairway or door served. Every landing shall have a minimum dimension of 36 inches (914 mm) measured in the direction of travel.

(E) Steps and/or platforms are required on <u>ALL</u> exits provided by the manufacturer.

14. Sewage Disposal System: (A) Check One: Type: Private _____ Public _____ Other_____

Explain_____

(B) New _____ (fill out septic application) Existing ___ # of existing bedrooms_____

# of additional bedrooms____(fill out septic application)

15. Dimensions of entire new construction: Front width_____Rear width _____ Length_____

Height_____ Number of stories_____ new Square footage_____Total sq. ft.combined_____

16. Dimensions of existing structures, if any: Front width _____ Rear width _____

Length _____ Height_____ Number of stories_____square footage_____

17. Name of Architect or Engineer_____Phone No.(___)_____

Address_____License No. _____ State_____

18. Name of Certified Installer_____ Certification #. _____

Phone No._____ Address_____

19. Name of Installers compensation insurance carrier_____

Check One Exemption Form Provided _____ Proof of Insurance provided (Can't be an ACORD form)____

<u>IF YOU ARE BUILDING A COVERED PORCH OR ADDITION TO YOUR MOBILE HOME, YOU WILL NEED TO USE A BUILDING PERMIT APPLICATION FOR THAT ADDITION OR COVERED PORCH.</u>

NOTES: IF YOU ARE ONLY GOING TO BUILD A DECK as part of this application, please fill out applicable portions below.

Additions to manufactured homes shall be designed and constructed in conformance with the new construction requirements of this code.

RAE504.1 General. Accessory buildings shall not be structurally supported by or attached to a manufactured home unless engineering calculations are submitted to substantiate any proposed structural connection.

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1. <u>Footing materials and sizes:</u>_____
   a) Depth below grade to bottom of the footer (feet & inches)_____
   b) Width, thickness and reinforcement_____
2. <u>Floor joist;</u>
   a) 1st floor joist <u>Sizes</u>, <u>lengths</u> and <u>distance apart</u> and <u>bridging</u>_____
   b) <u>Type</u>, <u>size</u> and <u>thickness</u> of flooring and decking_____
   c) Carrier beam size _____ post spacing_____

HOMEOWNER STATEMENT OF WORKERS COMPENSATION

Under penalty of perjury, I certify' that I am the owner of the residence listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please circle one):

A) I am performing all the work for which this building permit is issued.
B) I am not hiring, paying or compensating in any way, the individual(s) that is (are) performing all the work for which this building permit is issued or helping me perform such work.
C) I have a homeowner's insurance policy that is currently in effect and covers the property listed on the attached permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which this building permit is issued.

I understand that I will have to acquire Worker's Compensation if, I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on this building permit; OR have a general contractor, performing the work listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on this building permit.

Signature of Homeowner _____ Date Signed _____

Homeowners Name Printed _____

CONTRACTOR STATEMENT OF WORKERS COMPENSATION

PROOF OF COMPENSATION OR EXEMPTION MUST ACCOMPANY THIS APPLICATION EXEMPTION FORMS CAN BE COMPLETED ON LINE AT
http://www.wcb.state.ny.us/content/ebiz/wc_db_exemptions/wc_db_exemptions.jsp
Request WC/DB Exemption (Form CE-200)

As the contractor of record for this permit application, I understand that I am responsible for proof of Workers Compensation or proof of Exemption from Workers Compensation. I agree I will provide proof of Workers Compensation or proof of Exemption to the Town of Lyonsdale Fire Prevention and Building Codes office. I understand that the proof will be filed for specific projects.

Signature of Contractor _____ Date Signed _____

Contractors Name Printed _____

THIS PERMIT COVERS ONLY THE WORK DESCRIBED IN THIS APPLICATION.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW TILE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION. THIS PERMIT EPIRES ONE YEAR FROM DATE OF ISSUE.

Signature of Applicant or Authorized Agent_____ Date_____

I, the undersigned, Code Enforcement Officer of the Town of Lyonsdale, hereby (approve) (deny) the within application for a Mobile Home installation permit.

Date _____ Code Enforcement Officer_____