

Checklist for a Manufactured Home or Single Mobile Home

- Approved Development Permit (including approved Site Plan)
- Complete Building Permit Application Form
- Manufactured Home / Single Wide Mobile Home Information Sheet must be completed
- **Foundation Plan**
 - Screw piles (provide screw pile detail sheet and pile layout). Once completed submit pile detail and torque values

 - Engineering **is required** for the following:
 - Concrete pile and grade beam systems.
 - Concrete piles.
 - Preserved wood foundation.
 - Concrete slab foundation that supports a residential structure.
 - Polycore foundation.
- **Floor Plan**
 - Dimensions of all rooms and their purpose (i.e: den, bedroom, foyer, etc.).
 - Location and description of all fixed equipment (i.e: sinks, bathtubs, etc.).
 - Location of all smoke and carbon monoxide alarming.
- **Elevation Views & Cross Section**
 - Include views from all sides (front, rear, right, left), including exterior cladding details.
 - Cross Sections to include details (i.e: label rooms; roof pitch; and identify wall, floor and truss details).
 - Engineering **is required** for **tall walls** (exceeding 12 feet).

Other information to be included on the drawings is the location, height and size of all walls, partitions, doorways, window and other openings, stud sizing and spacing, including lintel sizes over windows and doors, stair details and dimensional floor detail where applicable.

NOTE: Any amendments to the approved drawings need to be submitted for approval **PRIOR to** the changes being made.

- Radon Gas reduction details if home has a full foundation or heated crawlspace.
- Verification of Home Warranty Coverage or exemption – for more information visit http://www.municipalaffairs.alberta.ca/alberta_home_warranties.cfm

EXISTING MANUFACTURED HOMES/MOBILE HOMES to be RELOCATED TO PARKLAND COUNTY

If there **is** an Alberta Municipal Affairs and CSA label:

1. The applicant must provide proof of the AMA and CSA label, the make, model, and year built, plus pictures to confirm the existing condition.
2. Submit foundation, floor and elevation plans and specifications.
3. Depending on the proposed foundation system and current condition of the home, engineering approval may be required.

EXISTING MANUFACTURED HOMES/MOBILE HOMES to be RELOCATED TO PARKLAND COUNTY...Cont'd

If there **is not** an Alberta Municipal Affairs and CSA label:

1. The applicant must provide a letter from an engineer that confirms that the home is structurally adequate and is safe to be relocated and placed on a new foundation system. (Note: depending on the condition of the home, the home may be required to be tested for mold, mildew or other health hazards.)
2. Submit foundation, floor and elevation plans and specifications.
3. Depending on the proposed foundation system and current condition of the home, engineering approval may be required.
4. After the building permit has been approved and the manufactured home/mobile home is placed on the foundation system, the engineer shall conduct a site inspection to approve anchorage of the building to the foundation, verify the building is still structurally safe and provide written verification of the field review to Parkland County.
5. The home must comply with building code life safety requirements such as, bedroom window egress sizes, rise and run of stairs, guards and handrails, interconnected smoke alarms on each floor level, etc.