

**Tazewell County Building Inspector**  
**173 Main Street**  
**Tazewell, VA 24651**

**Telephone: 276-385-1215**  
**Fax: 276-988-0811**

Monday – Friday: 8AM – 4:30PM  
24-hr notice requested for inspections

## **MANUFACTURED HOME CHECKLIST FOR OWNERS AND INSTALLERS**

### **SITE RESTRICTIONS:**

There are site restrictions prior to placement of manufactured homes in designated floodplain areas.

- If the site is determined to be in a floodplain, all conditions of the Tazewell County Flood Damage Prevention Ordinance must be met. Maps for determination are on file in the Tazewell County Engineer's Office at 106 East Main Street, Tazewell, VA.

When placing the mobile home, there must be proper clearance from other structures and property lines.

- A minimum of 20 feet away from any other structure.
- A minimum of 10 feet away from any adjoining property line.
- Must not set on any right of ways or easements.

**As of April 1, 2009, all new manufactured homes that have not yet been titled through the DMV, must comply with the new Federal Regulation 24 CFR. These regulations must be met before a Certificate of Occupancy will be issued by this Department.**

1. The manufactured home must be installed by a licensed contractor who has been certified by the Department of Professional and Occupational Regulations as a Manufactured/Mobile Home Installer. The license must be presented at the time of application for a building permit and shall be posted at the job site.
2. All subcontractors (HVAC, plumbing, electrical) must hold a valid Virginia contractor's license. A copy of this license or their license number shall be submitted at the time of application for a building permit.

**WATER AND SEWER CONNECTIONS:**

***Do not mix black (ABS) and white (PVC) sewer line and couplings together.***

**SEWER:** If public sewage disposal is not available, all owners of new and replaced mobile homes must furnish written approval by the Tazewell County Health Department of the sewage disposal system before locating the home at the site. Mobile home parks usually have an approved system, but approval is required under specific situations.

**WATER:** If public water is not available, all owners of new and replaced mobile homes must furnish written approval by the Tazewell County Health Department of the well or other approved source of water before locating the home at the site. Most mobile home parks usually have an approved system, but approval is required under specific situations.

- 1. Water source approved and connected  Yes  No
- 2. A dual check valve with a gate valve is required on water lines prior to entering the home. The check valve prevents the water from being drained from the home in case a line ruptures from freezing, etc.  
Has dual check valve with gate valve been installed?  Yes  No
- 3. Water supply line is a minimum of ¾ inch pipe  Yes  No
- 4. Sewage disposal approved and connected  Yes  No
- 5. Clean-outs on sewer installed where required  Yes  No
- 6. All joints tight, soldered and glued  Yes  No
- 7. Sewage pipe supported every 4 feet  Yes  No

**FOOTERS AND PIERS:**

- 1. Footers 18 inches deep. (Frost Depth)
- 2. Piers 10 feet on center, maximum.
- 3. Less than 2 feet of frame extension beyond end piers.
- 4. 16 inches x 16 inches x 8 inches concrete pad supporting piers for doublewide homes.
- 5. Treated wood required for fill in between the top of the pier and the frame.
- 6. Inspections are required before footers are poured.

**TIE DOWNS AND ANCHORS:**

- Manufacturer's instructions followed  Yes  No

**ELECTRIC:**

The mobile home must be wired (see wiring schematic) from outside the pedestal to inside panel box.  Yes  No

**EXIT:**

One exit door (front or back) must have at least a 3' x 3' landing. If more than 3 entrance steps are installed, must have handrails on both sides of the steps. If the landing is over 30" high from finished grade, must have a guardrail. All decks and landings shall meet the current IRC Code. Please call if you have questions.  Yes  No

**MISCELLANEOUS:**

All mobile homes must be underpinned with an approved weather resistant material within 60 days per county ordinance.

The mobile home must be undamaged and in safe living condition.

If the mobile home was manufactured after June 1976, there should be a HUD label attached to it on the exterior of the structure.

For all questions concerning manufactured home installation, please contact our office at 276-385-1215 for assistance.