

MOBILE HOME HANDOUT



City of Pevely
301 Main Street
Pevely, Mo. 63070
636-475-4452

Updated January 3, 2006

THIS MEMORANDUM IS A GENERAL, BRIEF STATEMENT FOR THE CONVENIENCE OF THE BUILDERS, ARCHITECTS AND OTHER INTERESTED PERSONS. FULL PROVISIONS ARE DECLARED TO BE THE CITY OF PEVELY CODE.

Application for Mobile Home Occupancy Permit

1. A Mobile Home Application must be completely filled out and submitted to the City of Pevely Building Department. This application must include the lot number, subdivision and address where the home will be set.
2. A fee of Twenty-Five dollars (\$25.00) shall be charged for the permit.
3. All fees shall be paid prior to a permit being issued or inspection made. All moneys can be paid by mail, or in person at Pevely City Hall.
4. Once the permit is paid for, an appointment can be scheduled for the occupancy inspection.
5. During the inspection, if any predications/code violations are observed, the inspector will discuss the nature of the violations and leave a copy of the inspection report at the property.
6. After all predications/code violations have been corrected, the property owner or agent must contact the City of Pevely Building Department to schedule a re-inspection. This should be done as soon as possible to allow time for this inspection to be completed. **A MINIMUM OF 24 HOURS MUST BE GIVEN ON ALL INSPECTIONS!**
7. A re-inspection is done to assure that all cited violations that were noted, have been corrected according to the City of Pevely Building Code. If all violations have been corrected, an occupancy permit will be issued.
8. Mobile home permits shall expire after six (6) months.
9. This Occupancy Permit is valid until the mobile home changes tenants.
10. Once the building inspector has approved the occupancy permit, Ameren/UE will be notified that the unit has been inspected and approved. A premise number must be obtained from Ameren/UE's Customer Service office, and given to the inspector before the utility can be notified. Ameren/UE will not start service until the building inspector notifies them.

11. The appropriate water district will also be notified so that the water meter can be installed and water service started.

- ➤ The City of Pevely Water Department services residents of the LANDMARK, KENMON and MASON WOODS Mobile Home Parks. Contact City Hall at 636-475-4452. A deposit of \$100.00 is required for water/sewer/trash services
- ➤ Public Water Supply District #7, 9784 Public Water District Road, Mapaville, 63048, services residents of the Lynwood Mobile Home Park. Call 636-479-5593 for rates and service. Residents of Lynwood Park also need to contact the City of Pevely and pay a deposit of \$100.00 for sewer and trash services

Unlawful Occupancy

It is unlawful for the owner or resident of any dwelling unit (single family, apartment, condo, mobile home, etc.) or some other type of structure to occupy the dwelling unit or structure until an Existing Residential Occupancy Permit is issued.

If upon making an inspection, and finding that the structure is being occupied without written knowledge of the City of Pevely, the electric, water, and gas service will be turned off without any questions asked.

Code Requirements

- ❖ ❖ TRAILER SPACING- (diagram #1)
Every trailer, mobile home or similar unit shall be installed in such a way that there is a clear space of not less than fifteen (15) feet between it and any other such trailer, mobile home or similar unit, or any other building or structure of any kind. Storage sheds shall NOT be placed in such a way so as to block emergency egress windows in bedrooms. .
- ❖ ❖ SKIRTING-
In order to properly inspect the trailer, mobile home or similar unit; no skirting shall be installed until the final inspection has been made and approved.

❖ ❖ ADDRESS-

The address must be on the street side of the trailer, mobile home or similar unit. They must meet the following criteria:

- ▪ Visible from the street
- ▪ Minimum 3" high
- ▪ Block type lettering (no script types)
- ▪ Permanently affixed to the structure
- ▪ Can NOT be gold, brass, or silver in color

❖ ❖ EGRESS- (diagram #2)

Steps must be provided for all exits, and permanently secured/anchored. Handrails are required with two (2) or more steps. Risers are to be no higher than 7 ¾ inches. Treads must be a minimum of 10 inches deep. All steps that have 3 or more risers must have a landing with a dimension of 36 inches by 36 inches. The top of the landing shall not be more than 8 inches below the sill plate of the door.

Steps must be maintained in good condition. On existing porches and steps, if the inspector deems them safe as is, then they can be approved. On new units, prefab/temporary steps provided by broker can be used. Refer to diagram #2.

❖ ❖ DOORS- (diagram #3)

Double cylinder deadbolts are **NOT** approved for use on any exterior door. All egress doors shall be readily operable from the side which egress is to be made without the need for keys, special knowledge or effort.

❖ ❖ HANDRAILS- (diagram #4)

Handrails are required on one (1) side of the stairs with two (2) or more steps and on one side of every ramp. Handrails shall have a minimum and maximum heights of thirty-four (34) inches and thirty-eight (38) inches.

The handgrip portion of handrails shall have a circular cross section of 1 ¼ inches minimum to 2 5/8 inches maximum.

❖ ❖ GUARDS-

Porches, balconies or raised floor surfaces located more than thirty (30) inches above the floor or grade below, shall have guards not less than thirty-six (36) inches in height. Open sides of stairs with a total rise of more than thirty (30) inches above the floor or grade below shall have guards not less than thirty-four (34) inches in height measured vertically from the nosing of the treads.

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 four (4) inches in diameter. Required guards shall not be constructed with horizontal rails or other ornamental pattern that results in a ladder effect.

❖ ❖ SMOKE DETECTORS- (diagram #5)

The mobile home, trailer, or similar unit or structure must have operating smoke detectors installed in each bedroom and in the hallway outside of each bedroom. Single station smoke alarms shall be battery operated (DC powered) or receive their primary power from the building wiring provided such wiring is served from a commercial source (AC powered). When power is provided by the building wiring, the wiring shall be permanent and without a disconnecting switch other than those required for over current protection.

- ▪ If an AC powered smoke alarm is replaced, it must be replaced with an AC-DC smoke alarm. An AC-DC smoke alarm may only be replaced with another AC-DC smoke alarm.

❖ ❖ UN-VENTED GAS LOG HEATERS-

An un-vented gas log heater shall not be installed in a factory-built fireplace unless the fireplace system has been specifically tested, listed, and labeled for such use in accordance with UL127.

❖ ❖

When gas piping is installed in the firebox the gas logs must be installed at the same time and operational. If the piping is removed from the firebox GAS PIPING IN FIRE PLACE-, the hole must be repaired or the side of the firebox must be replaced according to the manufacturers instructions.

NOTE – GAS LOG LIGHTERS ARE NOT ALLOWED.

❖ ❖ EQUIPMENT SHUTOFF VALVES-

Each appliance shall be provided with a shutoff valve separate from the appliance. The shutoff valve shall be located in the same room as the appliance, not further than six (6) feet from the appliance, and shall be installed upstream from the union, connector or quick disconnect device it serves. Such shutoff valves shall be provided with ready access.

EXCEPTION – Shutoff for vented decorative appliances and decorative appliances for installation in vented fire places shall not be prohibited from being installed in an area remote from the appliance where such valves are provided with ready access. Such valves shall be permanently identified and shall serve no other equipment.

❖ ❖ SOLID FUEL BURNING APPLIANCES-

All solid fuel burning appliances shall be listed by a nationally recognized testing agency, and shall be installed per the manufacturers installation instructions.

- ✓ ✓ All solid fuel burning appliances installed in manufactured homes (homes built in compliance with the Federal Manufactured Home Construction and Safety Standards – 24 CFR 3280) shall be listed for installation in manufactured homes according to the manufacturers installation instructions.
- ✓ ✓ All solid fuel burning appliances installed in modular homes (factory built homes) must be an approved appliance and be tested by a testing laboratory.

❖ ❖ INSPECTION OF CHIMNEYS-

Before replacing an existing or connecting appliance or connecting a vent connector to a chimney, the chimney passageway shall be examined to ascertain that it is clear and free of obstructions and it shall be cleaned if previously used for venting solid or liquid fuel burning appliances or fireplaces. A certified chimney sweep or local gas company shall do such inspection and approval.

❖ ❖ UNSAFE CHIMNEYS-

Where inspection reveals that an existing chimney is not safe for the intended application, it shall be repaired, rebuilt, or replaced with a vent or chimney to conform to International Building Code, Chapter 21, International Mechanical Code, Chapter 8 or International Fuel Gas Code, Chapter 5. It shall be suitable for the equipment to be vented or permanently sealed or removed from service.

❖ ❖ SUPPORT OF CHIMNEYS-

All portions of chimneys shall be supported for the design and weight of the materials employed. Factory built chimneys shall be supported and spaced in accordance with their listings and the manufacturer's instruction.

CLOTHES DRYERS

❖ ❖ INSTALLATION-

Clothes dryers shall be exhausted in accordance with the manufacturers instructions. Dryer exhaust systems shall be independent of all other systems and shall convey the moisture and any products of combustion outside of the building.

❖ ❖ EXHAUST MATERIALS-

Dryer exhaust ducts for clothes dryers shall terminate on the outside of the building and shall be equipped with a back draft damper. Screens shall not be installed at the duct termination. Ducts shall NOT be connected or installed with sheet metal screws or other fasteners that will obstruct the flow. Clothes dryer ducts shall not extend into or through ducts or plenums.

❖ ❖ DUCTS-

Exhaust ducts for domestic clothes dryers shall have a smooth interior finish. The exhaust duct shall be a minimum nominal size of four (4) inches in diameter. The exhaust system shall be supported and secured in place.

❖ ❖ MAXIMUM LENGTH OF DUCTS-

The maximum length of a clothes dryer exhaust shall not exceed twenty-five (25) feet from the dryer location to the outlet termination. The maximum length of the duct shall be reduced 2 ½ feet for each 45-degree bend and 5 feet for each 90-degree bend.

ELECTRICAL

The mobile home, trailer or similar unit or structure must have the electrical service and other electrical wiring installed according to the National Electrical Code (NEC), 1999 edition. Wiring in existing mobile homes, if found in minimum code compliant, can be approved.

- ➤ Contact Ameran/UE to establish service. If there is no meter installed in the meter base, you will need to obtain a premise number from Ameran when you apply for service. Once your unit is approved for occupancy, we will FAX our approval along with the premise number to Ameran/UE, who will then set the meter and turn on your service.

❖ ❖ SERVICE ENTRY CABLES-

Reference NEC, 1999 Edition, Table 310-15 (page 70-125)

Service	Copper	Aluminum
100 amp	#4	#2
200 amp	#2/0	#4/0

❖ ❖ GROUNDING ELECTRODE CONDUCTOR-

Reference NEC, 1999 Edition, Table 250-66 (page 70-90)

Service	Copper	Aluminum
100 amp	#8	#6
200 amp	#4	#2

❖ ❖ EQUIPMENT GROUNDING CONDUCTOR-

Reference: NEC, 1999 Edition, Table 250-122 (page 70-98)

Service	Copper	Aluminum
100 amp	#8	#6
200 amp	#6	#4

❖ ❖ ELECTRICAL SYSTEM HAZARDS-

Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the defects shall be corrected to eliminate the hazard.

❖ ❖ PANEL BOX-

Double lugging (attaching more than one circuit to a breaker) is not allowed at anytime within the panel box. Only one (1) wire per breaker or fuse is allowed. All breakers shall be sized to match the size of wire per the 1999 National Electrical Code, or as noted on the appliance.

Breaker Rating	Wire Size
15 amp	#14
20 amp	#12
30 amp	#10
40 amp	#8

❖ ❖ GROUND FAULT CIRCUIT INTERRUPTER-

A Ground Fault Circuit Interrupter (GFCI) if required must be in good working order in all bathrooms, kitchens, unfinished basements, garages, and all outside receptacles, including receptacles for heat tape.

UNDERGROUND WIRING METHODS

❖ ❖ MINIMUM COVER REQUIREMENTS-

Direct buried cable or circuit or other raceways shall be installed to meet the minimum requirements of Table 300-5, National Electrical Code.

❖ ❖ PROTECTION FROM DAMAGE-

Direct buried cables and conductors emerging from the ground shall be protected by enclosures or raceways extending from the minimum cover distance required by Section 330-5(a) below grade to a point at least 8 feet above finished grade. In no case shall the protection be required to exceed 18 inches below finished grade. Service laterals that are not incased in concrete and that are buried 18 inches or more below grade shall have their location identified by a warning ribbon that is placed in the trench at least 12 inches above the underground installation. See Diagram #8.

❖ ❖ ELECTRICAL NAMEPLATES-

A metal nameplate on the outside, adjacent to the feeder assembly shall read:

**This connection for 120/240 volt
3 pole, 4 wire, 60 hertz
_____ Ampere supply**

The correct ampere rating shall be marked in the blank space

TABLE OF DIAGRAMS

- o o *D-1 EXAMPLE OF PLOT*
- o o *D-2 PROPER INSTALLATION OF PREFAB STEPS*
- o o *D-3 APPROVED DEADBOLT LOCKS*
- o o *D-4 APPROVED HAND- GUARD /RAIL / STEP DEMINSIONS*
- o o *D-5 APPROVED LOCATION OF SMOKE DETECTORS*
- o o *D-6 AMERANUE APPROVED SERVICE CONDUCTOR
INSTALLATION*
- o o *D-7 APPROVED WIRING METHODS*
- o o *D-8 APPROVED PROTECTION OF UNDERGROUND
CONDUCTORS*

Diagram #1
Example of Plot

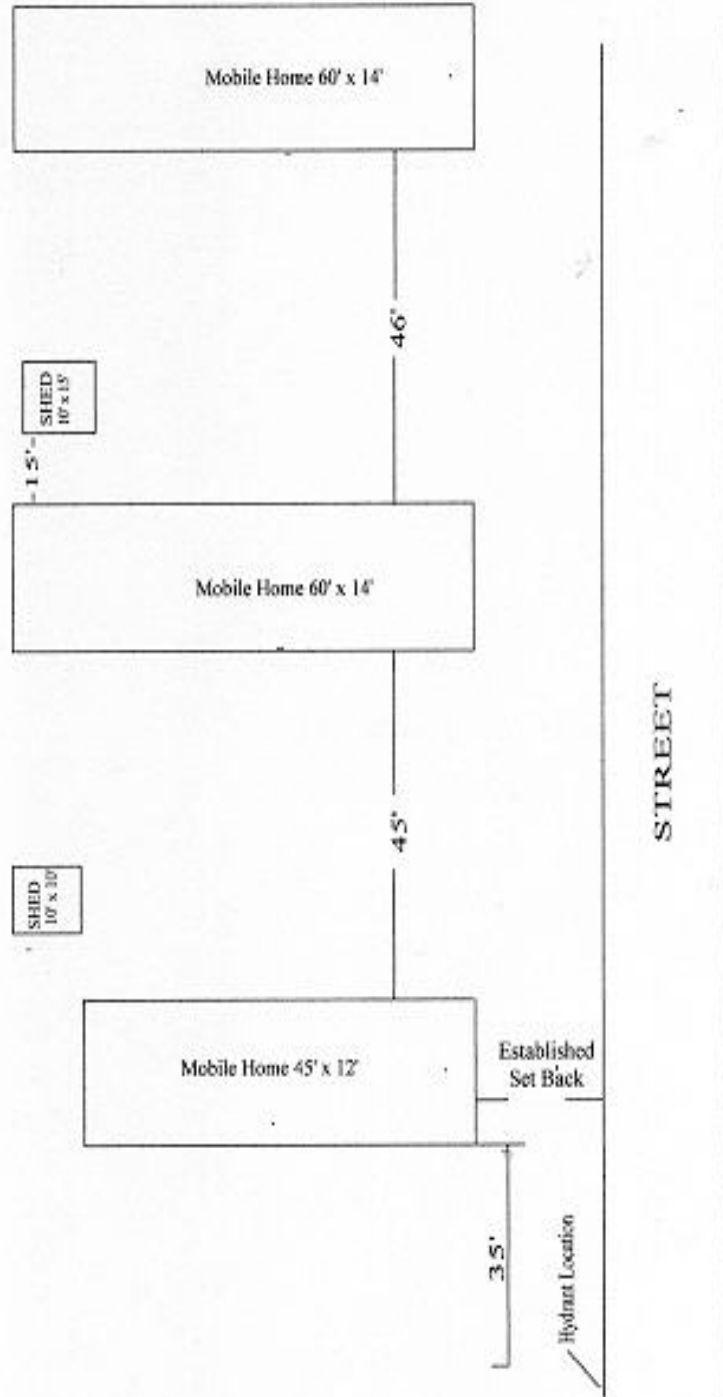


Diagram 2

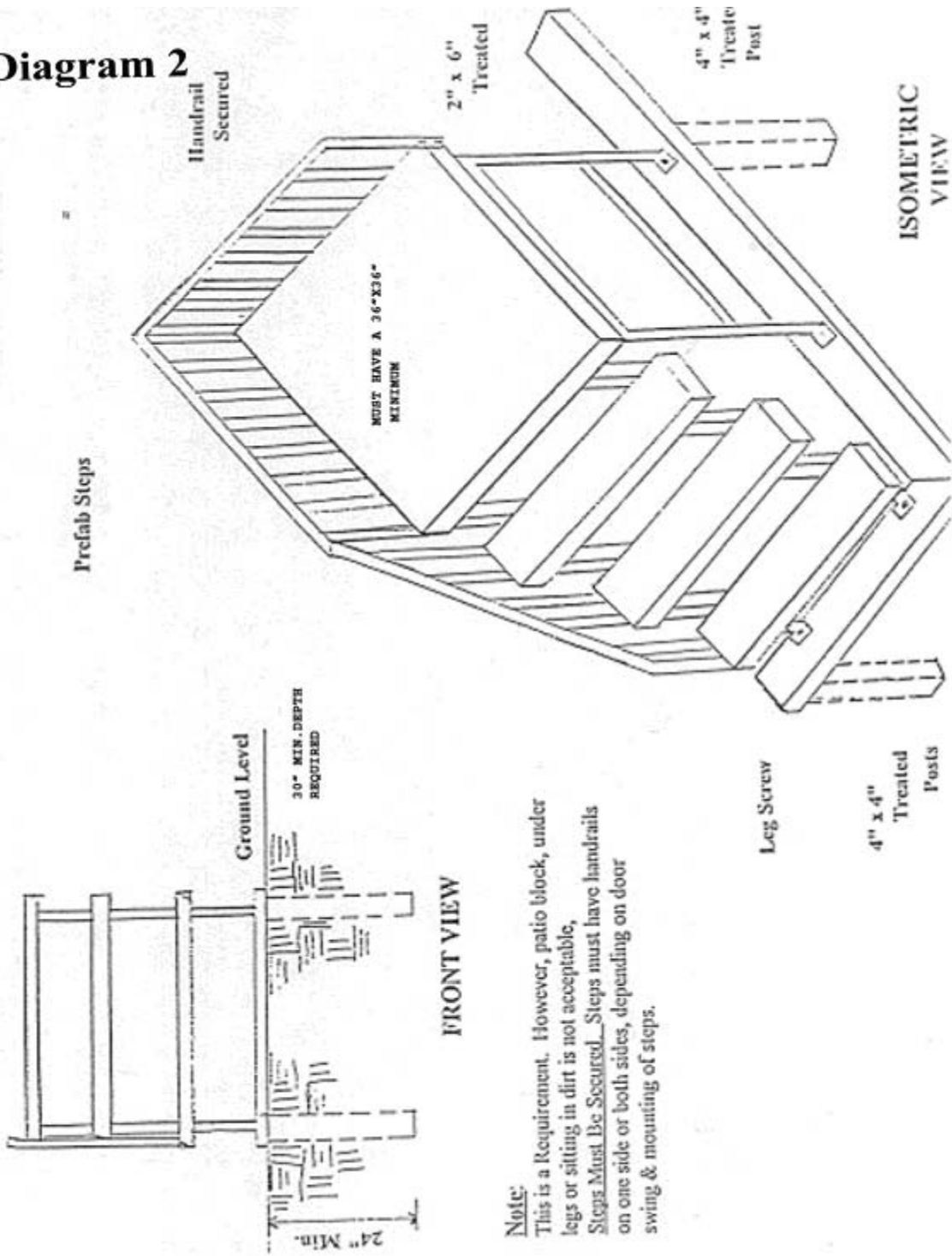


DIAGRAM 3

Use proper type of Deadbolt.



View from Inside of home



Thumb-turn type – APPROVED!



Key-Turn Type - **DISAPPROVED**

Diagram 4

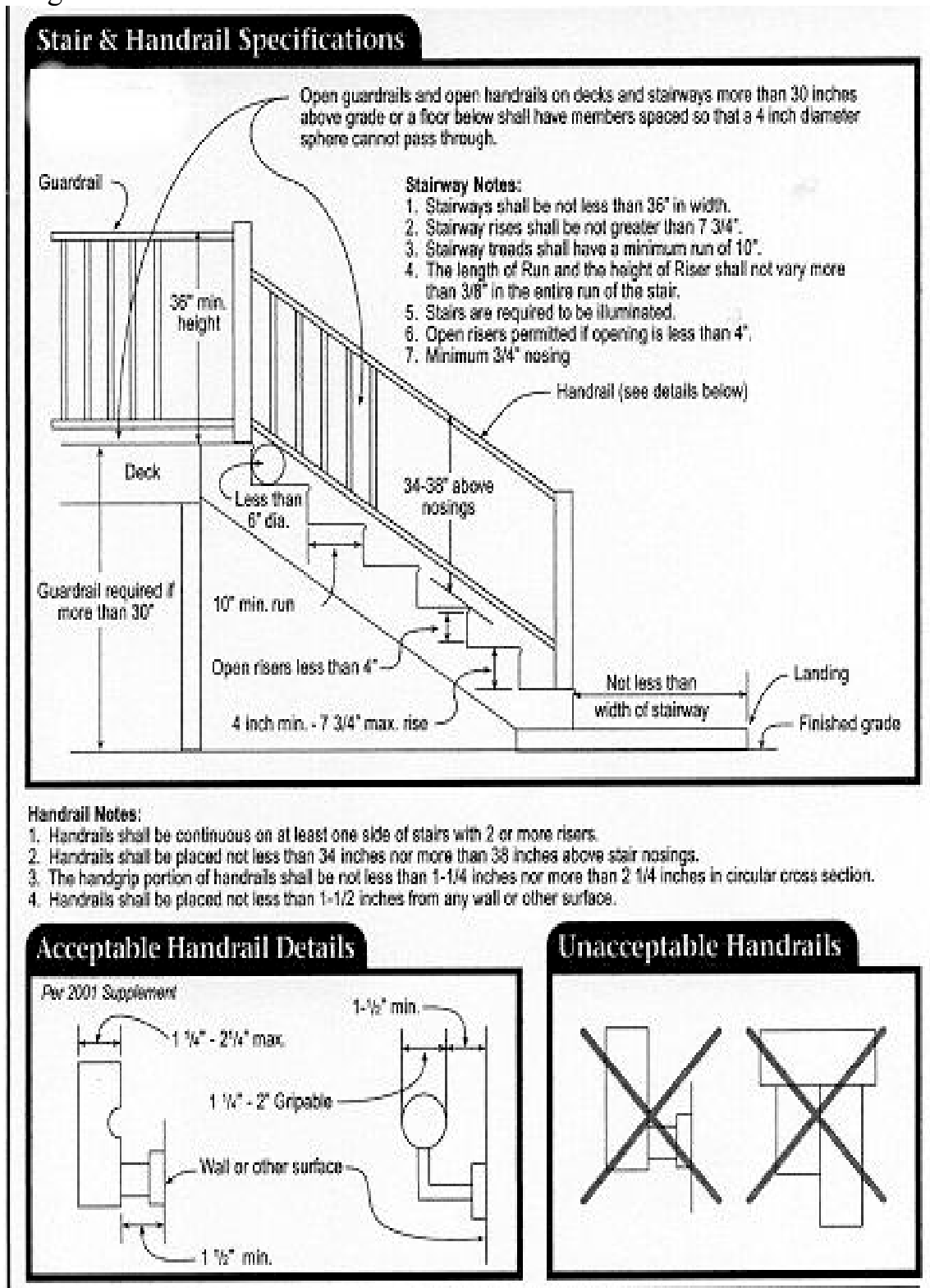
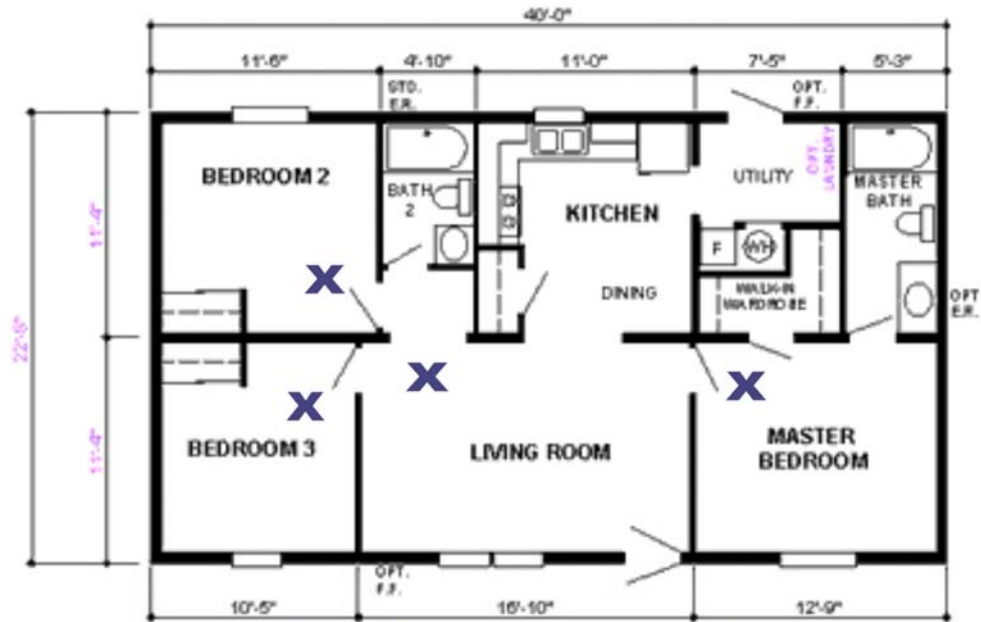


DIAGRAM 5

DIAGRAM 6

Approved Locations of Smoke Detectors



X = Detector Location

MODEL AK207-52-2/14x52

x=Smoke Detector Location

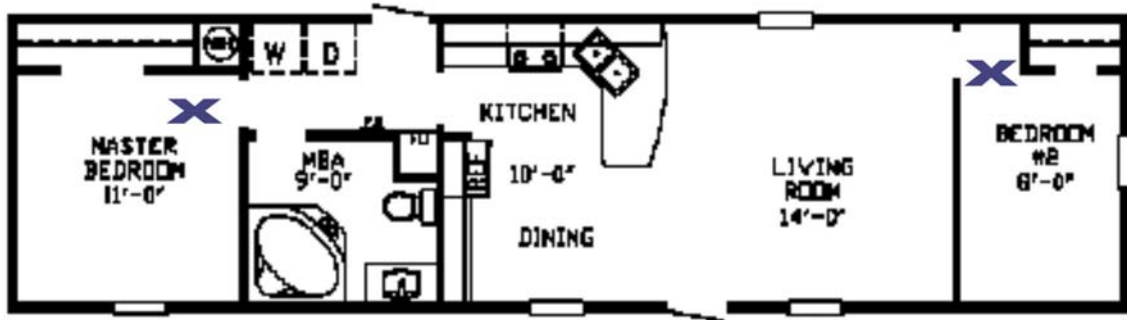


Diagram #6

ELECTRICAL NAMEPLATES MUST BE LOCATED ON THE OUTSIDE ON THE MOBILE HOME. THIS PLATE WILL SAY 120/240 VOLT 3 POLE 3 WIRE OR 3 POLE 4 WIRE.

IF THE PLATE SAYS 3 POLE 4 WIRE, THE FOLLOWING SHALL APPLY:

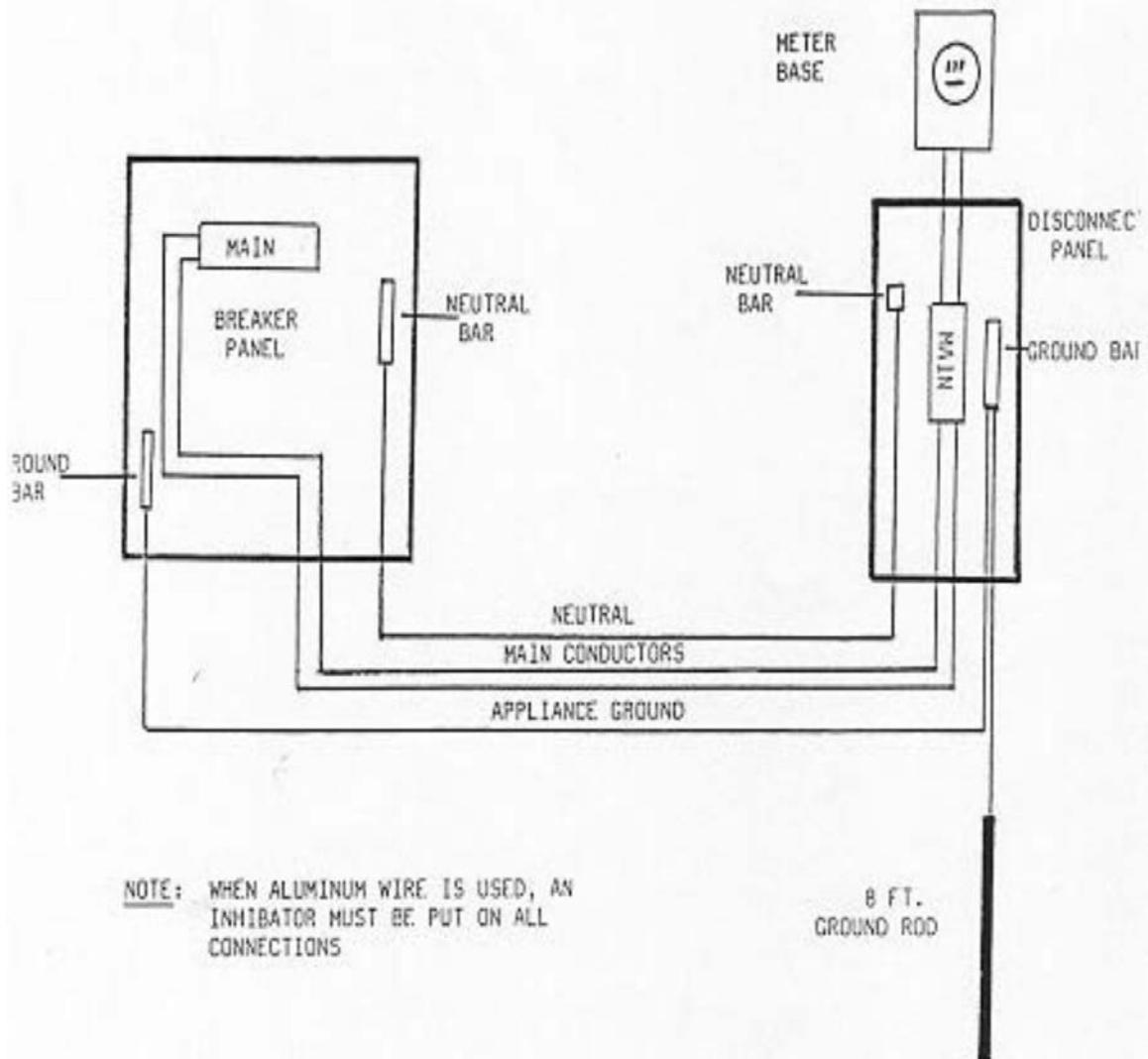
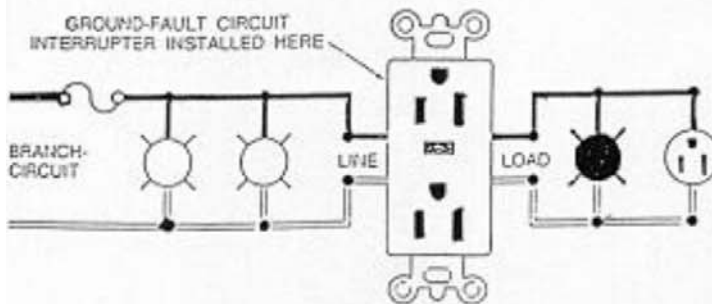
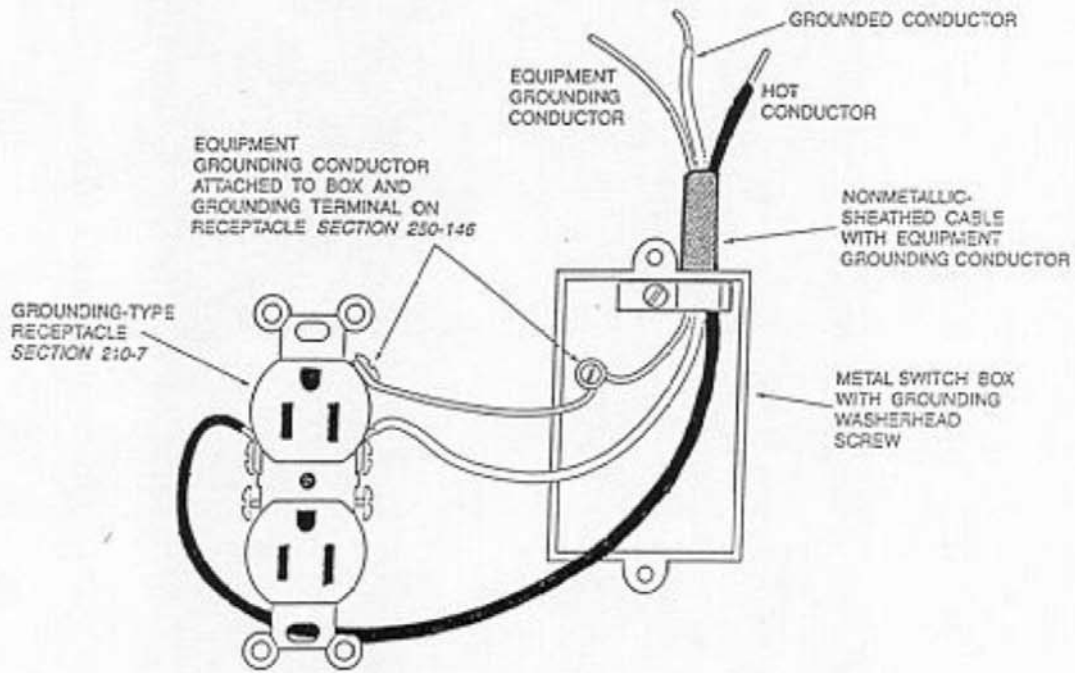
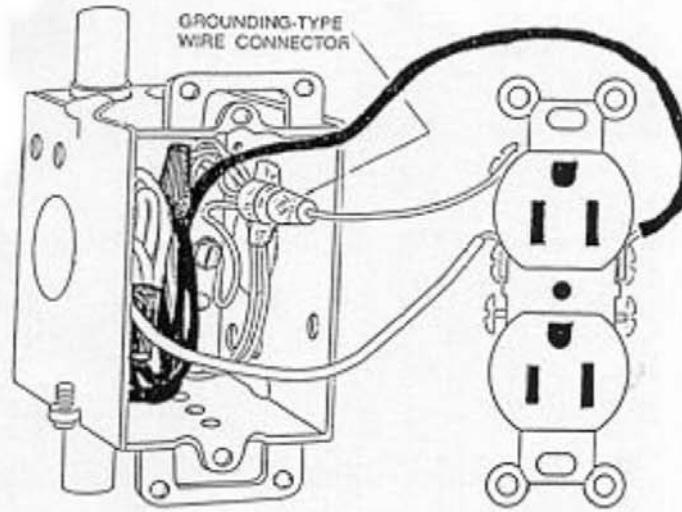
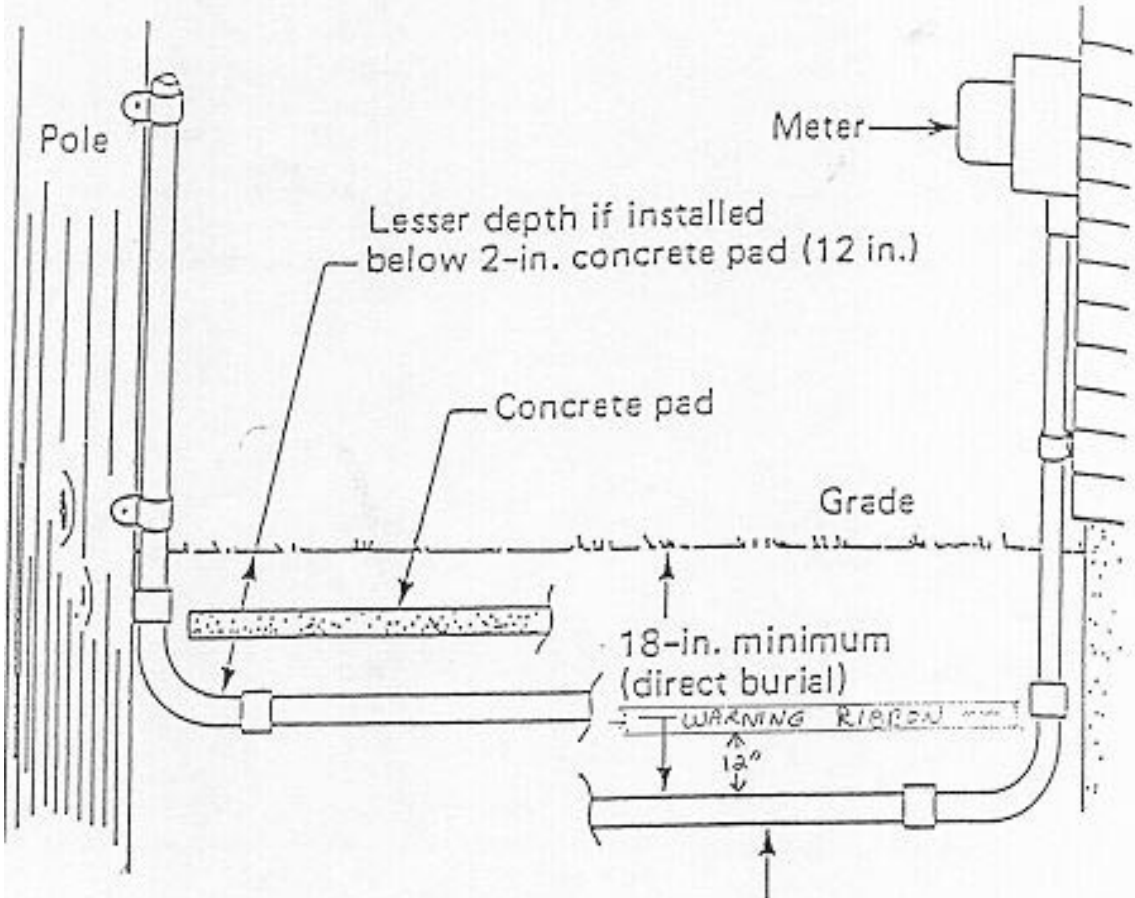


Diagram #7



IF GROUND FAULT OCCURS AT THE GFCI OUTLET OR ANYWHERE DOWNSTREAM FROM THIS OUTLET, ALL OF THE RECEPTACLE OUTLETS DOWNSTREAM FROM THE GFCI OUTLET AND INCLUDING THE GFCI OUTLET ARE GROUND-FAULT PROTECTED. THE REST OF THE CIRCUIT IS NOT AFFECTED.

Diagram #8



Rigid nonmetallic conduit and fittings may be directly buried in earth at a depth not less than 18 in.

