



**City of Oceanside
Building Division
Policies and Procedures**

**Procedure PC-1
Mobile / Manufactured Homes**

PURPOSE

The purpose of this procedure is to outline the minimum submittal requirements for installation and substantial improvements of Mobile Homes, Manufactured Homes and other structures within Mobile Home Parks.

POLICY

The following list is the minimum submittal requirements for installation of a mobile or manufactured home:

1. A City of Oceanside Building Permit Application.
2. Three (3) copies of the City of Oceanside Plot Plan and Park Information Form.

Show all existing and proposed structures on the Plot Plan (Maximum lot coverage is seventy five percent). The Plot plan must be signed by the Park Owner or Manager. General information regarding Title 25 regulations and general conditions are listed on the back side of the Plan.

3. Three (3) copies of engineering for the coach pier support and hold downs.

Additional Requirements for Special Flood Hazard Area (SFHA) properties:

- 1- Submit two (2) copies of the City of Oceanside Mobile Home Flood Plain Certification Form signed by a State of California Licensed Civil Engineer.
2. Submit two (2) copies of the City of Oceanside Tie-Down and Foundation Design and Calculation Form signed and stamped by a State of California Licensed Civil Engineer.

Show all engineering calculations for lateral and buoyancy resistance, as well as section details showing the hold down method, chassis plan, and unit profile, indicating the base flood elevation, existing lot / pad elevation and height of the finish floor elevation. (City Standard is to elevate the coach to a minimum of one foot above the base flood elevation.

3. Submit two (2) copies of the City of Oceanside Design & Sizing of Foundation and Anchoring System Plan. This Form must be signed and sealed by a State of California Licensed Civil Engineer.

The following items must be included in the drawing:

- a. Detailed drawings for installation of foundations, anchoring system and skirting appropriate for construction and inspection.
 - b. Base Flood Elevation (BFE)
 - c. Finish Floor Elevation. (12 inches minimum above BFE).
 - d. Vertical Datum and benchmark used. Must use NGVD 1929 without the 1984 correction.
 - e. Show all piers, pilings or any other bracing details.
4. An elevation Certificate prepared and signed by a State of California Licensed Land Surveyor or appropriate licensed Civil Engineer must be presented to the Inspector at the time of Final Inspection.

Floodplain Notes:

- Installations must comply with all FEMA regulations and the requirements of Article IX Chapter 6 of the Oceanside City Code.
- FEMA Publication Protecting Manufactured Homes from Floods and Other Hazards, FEMA P-85, latest version must be used as a guideline for anchoring and foundation design.
- All Skirting must be of a breakaway design.

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Approved _____

James Zicaro, Building Official

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