



Used Manufactured Home Inspection Checklist

GENERAL CONDITION STANDARDS

This general conditions checklist is provided to owners who are relocating their mobile homes within the Gadsden County Jurisdiction. This checklist will assure the relocation of the mobile home achieves the Gadsden County's requirements and regulations.

- Mobile Homes must be newer than 1976 to be relocated with in Gadsden County jurisdiction.
- **SANITARY FACILITIES:** Every dwelling unit should contain not less than a kitchen, sink, lavatory, tub or shower, and a water closet all in good working condition and properly connected to an approved water and sewer system.
- Every plumbing fixture and water waste pipe should be properly installed and maintained in good sanitary working condition free from defects, leaks, and obstructions.
- **HOT AND COLD WATER SUPPLY:** Every dwelling unit should have an adequate supply of both cold and hot water connected to the kitchen sink, lavatory, and tub or shower.
- **WATER HEATING FACILITIES:** Water heating facilities should be properly installed and maintained in a safe and good working condition. Water heating facilities should be capable of heating water to such a temperature as to permit an adequate amount of water to be drawn at every required kitchen sink, lavatory basin, bathtub or shower at a temperature of not less than 110 degrees Fahrenheit (43 degrees C.)
- **HEATING FACILITIES:** Every dwelling unit should have heating facilities that are properly installed, are maintained in safe good working conditions, and are capable of safely and adequately heating all habitable rooms and bathrooms. All cooking/heating appliances shall be properly anchored and connected in place.
- **PRE-FAB FIREPLACE:** Any pre-fabricated fireplace unit that has experienced a chimney fire should be replaced unless otherwise specified by the manufacturer's instructions.
- **KITCHEN FACILITIES:** Every dwelling unit should contain a kitchen equipped with the following facilities:
 - Food preparation surfaces impervious to water and free of defects that could trap food or liquid.
 - Shelving, cabinets or drawers for the storage of food and cooking and eating utensil, all of which should be maintained in good repair.
- **COOKING STOVE:** Every dwelling should have a freestanding or permanently installed cooking stove. A portable electric cooking equipment does not fulfill this requirement. Portable cooking equipment employing flames are prohibited.
- **REFRIGERATION:** Mechanical refrigeration equipment for the storage of perishable food.
- **FIRE PROTECTION:** A person should not occupy as owner-occupant nor should let to another for occupancy, any building or structure which does not comply with the applicable provisions of the fire prevention code of the applicable governing body.
- **SMOKE DETECTOR SYSTEMS:** An approved listed smoke detector, installed in accordance with the manufacturer's recommendations and listing. When activated, the detector should provide an audible alarm. The detector should be tested in accordance with and meet the requirements of UL217 (1989), Single and Multiple Station Smoke Detectors.
- **WINDOW:** Every habitable room should have at least one window or skylight facing directly to the outdoors. The minimum total window area, measured between stops, for every habitable room should be 8% of the floor area of such room.
- **VENTILATION:** Every habitable room should have at least one window or skylight which can be easily opened directly to the outdoor. Year round mechanically ventilating conditioned air systems may be substituted for windows, in rooms other than rooms used for sleeping purposes. Window type air conditioning units are not included in this exception.
- **BATHROOM:** Every bathroom should comply with the light and ventilation requirements for habitable rooms except that no window or skylight is required in adequately ventilated bathrooms equipment with an approved ventilating system.
- **ELECTRIC LIGHTS AND OUTLETS:** Every habitable room or space shall contain at least two separate and remote receptacle outlets. Bedrooms should have, in addition, at least one wall switch controlled lighting outlet.
- **OUTLETS:** In Kitchens, two separate and remote receptacle outlets should be provided (receptacles rendered inaccessible by appliances fastened in place or by appliances occupying dedicated space are not considered as these required outlets), and a wall or ceiling lighting outlet controlled by a wall switch should be provided. Every hall, water closet compartment, bathroom, laundry room or furnace room shall contain at least one ceiling-mounted or wall-mounted lighting outlet
- **OUTLETS:** In bathrooms, the lighting outlet shall be controlled by a wall switch. In addition to the lighting outlet in every bathroom and laundry room, there shall be at least one other receptacle outlet.
- **OUTLETS:** Any new bathroom receptacle outlet shall have ground fault circuit interrupter protection

- **REQUIREMENTS FOR ELECTRICAL SYSTEMS:** Every fixture, electrical outlet, receptacle, and all electrical wiring and equipment shall be installed, maintained and connected to a source of electric power in accordance with the adopted electrical code of the county.
- **EXTERIOR WALL:** Every exterior wall shall be free of holes, breaks, loose, rotting boards or timbers, and any other conditions which might admit rain or dampness to the interior portions of the walls or to the occupied spaces of the building.
- **SIDING:** All siding material shall be in repair.
- **ROOFS:** Roofs shall be structurally sound and maintained in a safe manner and have no defects that might admit rain or cause dampness in the walls or interior portion of the building.
- **MEANS OF EGRESS:** Every dwelling unit shall have safe, unobstructed means of egress with minimum ceiling height of 7' leading to a safe and open space at ground level. Stairs should have a minimum head room of 6'8".
- **WINDOWS:** Every window shall be substantially weather-tight, watertight, and rodent proof, and shall be maintained in sound working condition and good repair.
- **WINDOWS TO BE GLAZED:** Every window sash should be fully supplied with glass window panes or an approved substitute which are without open cracks or holes.
- **WINDOW SASH:** Window sash shall fit properly and be weather tight within the window frame.
- **WINDOWS TO BE OPENABLE:** Every window required for light and ventilation for habitable rooms shall be capable of being easily opened and secured in position by window hardware.
- **EXTERIOR DOORS:** Every door and hatchway shall be substantially weather-tight, watertight, and rodent proof, and should be maintained in sound working condition and good repair.
- **DOORS:** Every door shall be provided with properly installed hardware that is maintained to ensure reasonable ease of operation to open, close and secure in open or closed position.
- **EXTERIOR DOOR FRAMES:** Exterior door frame shall be properly maintained and shall be affixed with weather-stripping and thresholds so as to be substantially weather-tight, rodent and insect resistant when the door is in a closed position.
- **SCREENS:** Units which do not have a central air conditioning system shall have screens on all exterior open-able windows and doors used or required for ventilation.
- **SCREENS:** Screens on windows and doors shall be stretched and fitted and maintained without open tears or rips.
- **SCREENS:** A closing device shall be installed on all screen doors.
- **INTERIOR FLOORS, WALLS, and CEILINGS:** Every floor, interior wall, and ceiling shall be substantially rodent proof, shall be kept in sound condition and good repair, and shall be safe to use and capable of supporting a normal load.
- **FLOORS:** Every toilet, bathroom and kitchen floor surface shall be constructed and maintained so as to be substantially impervious to water and so as to permit such floor to be easily kept in a clean and sanitary condition.
- **STRUCTURAL SUPPORTS:** Every structural element of the dwelling shall be maintained structurally sound and show no evidence of deterioration that would render it incapable of carrying normal loads.
- **INTERIOR DOORS:** Every existing interior door shall fit reasonably well within its frame and be capable of being opened and closed by being properly and securely attached to jambs, headers or track.
- **INTERIOR DOOR HARDWARE:** Every interior door shall be provided with proper hardware, securely attached and maintained in good condition. Hasp lock assemblies shall not be located on the exterior side of the door of habitable rooms.
- **BATHROOMS:** Privacy of bathrooms should be accomplished by doors complete with privacy hardware.
- **BELLY BOARD:** Bottom board shall be in good condition, made rodent proof throughout and sealed. Missing insulation from exposed areas shall be replaced or a 2nd vapor barrier shall be installed.

By signing this document you are stating these standards have been inspected and met.

Signature

Date



1-B EAST JEFFERSON STREET, P.O. BOX 1799, QUINCY, FLORIDA 32351
Phone: (850) 875-8665 Fax: (850) 875-7280

Used Mobile Home Site Inspection Checklist

Current Location: _____

Owners Name: _____ Permit Number: _____

Make/Year: _____ Wind Zone: _____

Serial Number: _____

Mileage: _____ Date: _____

Structural Requirements:

Used mobile homes shall meet the following standards:

1. Exterior exit doors, including sliding glass doors, shall be in good and safe working order.
 Approved Disapproved
2. Exterior doors shall have safe and operable locks.
 Approved Disapproved
3. All used mobile homes shall have operable egress windows or an exterior egress door located in each sleeping room, as required in sections 3280.106 and 3280.404(b)(3) and (4)(vi) of the HUD manufactured home construction and safety standards.
 Approved Disapproved
4. All windows and operators shall be safe and operable and all glass in place.
 Approved Disapproved
5. Screens shall be on each window.
 Approved Disapproved
6. All floors shall be of solid decking. All holes or damaged floors caused by leaks or broken decking shall be replaced or repaired, as needed.
 Approved Disapproved
7. All interior wall coverings shall be in place.
 Approved Disapproved
8. The bottom board covering the underside of the floor joist shall be insect-proof and rodent-proof throughout, and securely sealed.
 Approved Disapproved
9. The roof shall be in good condition with no apparent leaks.
 Approved Disapproved
10. The installation of the tie downs must be in accordance with the Mobile/Manufactured Home Installation Standards as established by the Bureau of Mobile Home/RV Construction or the manufacturer's specifications for the specific unit.
 Approved Disapproved
11. The exterior wall covering shall be as necessary to prevent the entrance of water.
 Approved Disapproved

Plumbing:

Plumbing requirements for used mobile homes shall be as follows:

- 1. All plumbing shall be in place and in good workable condition and installed in accordance to the manufacturer’s specifications.

_____ Approved _____ Disapproved

Heating System:

Heating system requirements for used mobile homes shall be as follows:

- 1. All heating appliances shall be in place and in good and safe workable condition.

_____ Approved _____ Disapproved

- 2. All duct systems shall be in place and in good workable condition.

_____ Approved _____ Disapproved

Electrical Equipment:

Electrical system requirements for used mobile homes shall be as follows:

- 1. All used mobile homes shall comply with the provisions of article 550 of the National Electrical Code.

_____ Approved _____ Disapproved

- 2. Distribution panel boards shall be properly installed, complete with required breakers or fuses, with all unused openings properly covered.

_____ Approved _____ Disapproved

- 3. All electrical fixtures shall be safe and properly installed.

_____ Approved _____ Disapproved

- 4. All used mobile homes shall have approved smoke detectors in locations established by the mobile home specifications.

_____ Approved _____ Disapproved

Signature of Architect, Engineer, or
Gadsden County Building Inspector: _____

Seal:

Address, Phone Number and
License Number: _____

Date: _____