

For More Information Visit CVRPC's
website:

centralvtplanning.org

Contact:

Town Office Contact

Phone: xxx-xxx-xxxx

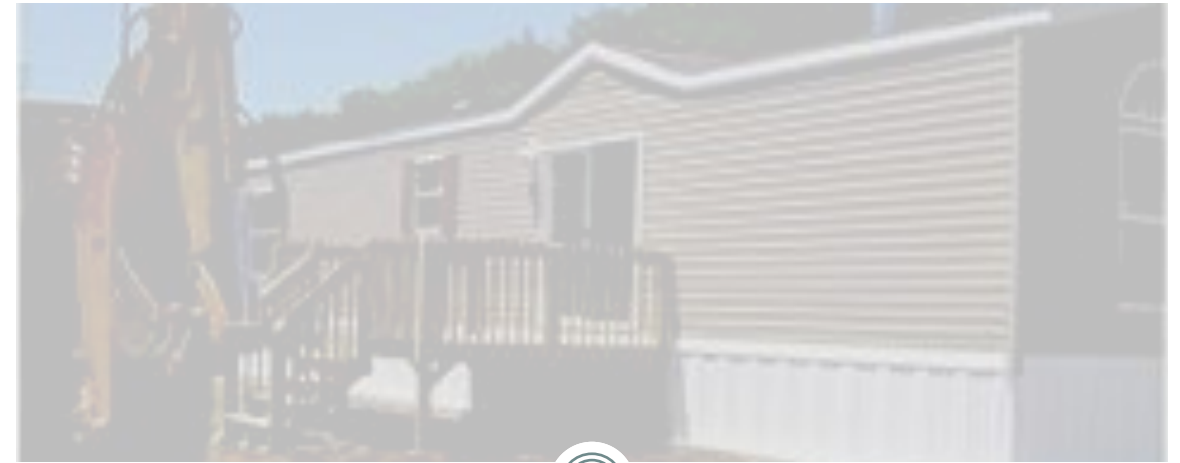
Fax: xxx-xxx-xxxx

HUD Manufactured Home Installation Program

Information for Homeowners



Central Vermont Regional Planning Commission
September 2016



New Manufactured Home Regulations

On May 1, 2016, enforcement of the Manufactured Home Installation Program by the Department of Housing and Urban Development (HUD) began throughout Vermont. The purpose of the Manufactured Home Installation Program is to implement regulations 24 CFR 3285 and 24 CFR Part 3286 to ensure that states have in place a minimum installation standard and an operating installation program.

All new mobile homes must be inspected. If a municipality issues a certificate of occupancy, it must be in conjunction with installation of the home by a licensed installer under this program. The HUD Installation Program includes, but is not limited to, requirements for installer training and licensing, 100% inspection of new manufactured homes by qualified inspectors, and information reporting by retailers.

In Vermont, the U. S. Department of Housing and Urban Development (HUD) administers the Manufactured Home Installation Program. HUD will ensure that Vermont's installation trainers are registered with HUD, and that persons planning to install homes in HUD-administered states are licensed by HUD.



What does this mean for a manufactured homeowner?

In general, a manufactured home (formerly known as a mobile home) will need to be inspected a minimum of ten days before it is intended to be occupied. Two important facts with this program are:

1. This requirement only applies to **NEW** manufactured homes being installed for the **first time for residential occupancy as of May 1, 2016**. Even if they are being installed on a new site, existing homes are not required to be inspected.
2. Either municipalities or home installers are responsible for verifying and maintaining the Manufactured Home Installation Certification and Verification Report. For new mobile homeowners, this means homes bought through a manufactured home dealer will be built to compliance through a licensed installer. The home will be inspected for compliance either through a third party licensed inspector or through the local zoning administrator/code enforcement officer.

Frequently Asked Questions

Does the manufactured homeowner have to hire a licensed installer?

If the new home is purchased through a manufactured home dealer, it is the duty of the dealer to ensure the home is installed to comply with the new HUD standards. Most licensed installers are the home dealers. The new requirements call for the home to be built on an approved foundation design. In Vermont, this generally means a frost protected slab. Foundation designs are usually provided by the manufacturer. If the homeowner intends to install the home on their own, they will be required to comply with the new standards.

Where can I find a list of licensed installers and inspectors for my manufactured home?

A list of licensed manufactured housing installers and inspectors can be found by state online at:

www.manufacturedhousinginstallation.com/installers

or

www.manufacturedhousinginstallations.com/inspectors.

Does the homeowner have to request the inspection?

No, if the home is purchased from a dealer, It is the responsibility of the dealer or installer to arrange for an inspection prior to the completion of the installation.

Is there anything the homeowner needs to send to the municipality where the home will be located?

Upon completion of inspection, an inspection form (HUD Form 309) will be issued to the installer, the dealership and the homeowner. (The installer is responsible for submitting the signed form to HUD's manufactured housing installation program). **The homeowner should keep a copy of the inspection form for their records, regardless of whether or not their community issues Certificates of Occupancy.** In municipalities that issue Certificates of Occupancy, the municipality should obtain a copy from the installer or homeowner for their records.

Does the homeowner need to get permits from the local building officials?

Yes, manufactured homeowners must still get all required permits from the State or local authority. If the municipality where the home will be located requires permits for the installation of manufactured homes, grading or land development activities, or environmental permits, i.e. well and septic permits, then the homeowner is required to obtain those permits.