State of California
Business, Consumer Services and Housing Agency
Department of Housing and Community Development
Division of Codes and Standards

MOBILEHOME PARK MAINTENANCE INSPECTION OPERATOR INFORMATION BOOKLET

- **Contains important information for operators of mobilehome parks regarding inspections, violations, and code requirements.**
- **Please read about the upcoming inspection of your mobilehome park.**
- **After the mobilehome park inspection is completed, keep this booklet as a reference guide for common park responsibilities.**

MP Operator Issue
For MPM-PI Automated
HCD MP 202 (Rev. 09/25)

Important Information for Operators of Mobilehome Parks About Mobilehome Park Maintenance (MPM) Inspections, Violations, and Code Requirements

Notice of Planned Inspection

Health and Safety Code (HSC) section 18400.1 requires enforcement agencies to enter and inspect mobilehome parks (parks) to ensure compliance with the Mobilehome Parks Act. The California Department of Housing and Community Development (HCD), Division of Codes and Standards will be conducting an inspection of the general areas, buildings, equipment, and utility systems of your mobilehome park, as well as each individual lot. A notice of planned mobilehome park maintenance (MPM) inspection has been posted in a conspicuous location within the mobilehome park to inform your park residents of the upcoming inspection. The MPM inspection will be conducted 30 to 60 days from the "Date Posted" shown on the notice of planned inspection.

Each resident will receive a letter from HCD notifying them of the MPM inspection. Information regarding this upcoming MPM inspection is available on HCD's website at www.hcd.ca.gov and a video providing an overview of the MPM process may also be viewed on *YouTube*.

Using this Booklet

HCD makes this booklet available to operators or their representatives. The booklet contains important information about the MPM inspection, violations, and related issues. Mobilehome park operators are encouraged to review the information on how to inspect your park facilities for possible violations prior to the inspection, many of which can be easily corrected before HCD's inspection. Park violation information begins on page seven (7) of this booklet.

Note: The terms "unit" and "MH-unit" used throughout this booklet are the referenced terms for manufactured homes, mobilehomes, multifamily manufactured homes, and recreational vehicles (RVs) as defined in the California Code of Regulations (CCR), title 25, division 1, chapter 2, article 1, section 1002. For clarity they are reprinted below.

MH-unit: A manufactured home, mobilehome, or multifamily manufactured home

Unit: A manufactured home, mobilehome, multifamily manufactured home, or RV

This booklet provides information that refers to state laws and regulations. However, the information is a guide and shall not be construed as legal advice, and the applicable laws and regulations take precedence.

Booklets for Residents

The resident booklet is similar in design to the operator booklet and provides much of the same information contained in this booklet except it lists common violation information for residents.

Scope of Inspection

The inspection will include the park's general areas, buildings, equipment, and utility systems. The inspector will be looking for proper maintenance and code compliance. Inspection of lots will include proper identification of lot lines, park owned utilities, utility connections at each home, accessory structure maintenance, separation, setback requirements, use of extension cords for pursuant wiring, fire hazards, rubbish, and other health and safety issues. The inspection may also include verification of the current registration of the MH-units owned by the park.

Request to Accompany Inspector

Upon request and approval by the assigned park inspector, one park representative and one resident representative may accompany the inspector during the initial inspection. The privilege of attending the inspection is at the sole discretion of the inspector.

Interior Inspections

Under normal circumstances, HCD will not be entering homes while conducting the inspection. The inspector may request entry only when conditions observed from the exterior of a home suggest a potential hazard or substandard condition exists within the home. However, the right to grant or refuse entry into a home is at the discretion of the resident or homeowner.

If the inspector requests and is permitted entry, the resident or homeowner will be asked to sign a statement acknowledging permission. The granted permission will be for the inspector's entry only. If entry is refused, the inspector may seek a search warrant in order to gain entry based on the possible existence of a hazard or immediate health and safety issue.

All park buildings and equipment enclosures shall be accessible for interior inspection at the time of the planned inspection.

Preparing for Inspections

In preparation for the upcoming inspection, you should perform the following steps:

1. Properly identify the lots by letters, numbers, or street address numbers. The lot identification must be in a conspicuous location facing the roadway. If the lot identification is to be installed on the wall surface of a unit, the wall surface nearest to the roadway shall be used. See CCR, title 25, section 1104(a).

2. Permanently mark all corners of each lot. See CCR, title 25, section 1104(c). Please note: lot lines shall not be created, moved, shifted, or altered without written authorization of the registered owners of the units on the lots affected, if any, and by a permit from the enforcement agency in accordance with CCR, title 25, section 1105. HCD will also accept the identification of recognizable lot line locations verifiable through a recorded assessors map or similar legal document.

3. Post all local and park emergency information, as well as the name, address, and phone number of HCD's Mobilehome Assistance Center (or the Mobilehome Assistance Center poster) in a conspicuous location. See CCR, title 25, section 1122, and the Civil Code section 798.29.

4. Prior to the preinspection conference, you should have received a letter from HCD requesting a list of the names of each park resident, their mailing address, evidence of current registration, and the registered owners name and address, if different from the resident. If you have not already provided this information, the inspector can collect this information from you at the preinspection conference.

5. Instruct all residents to display current registration decals or license plates on the exterior of manufactured homes and mobilehomes. In lieu of an exterior decal or plate, current registration documents may be presented to the inspector or temporarily displayed on the inside of a window in the resident's home until the inspection of their lot and the park is complete.

6. Advise residents to read their Mobilehome Park Maintenance Inspection Resident Information Booklet, inspect their own lots for violations, and take corrective action prior to the scheduled inspection.

7. An inspection video is available to both the park and its residents and provides information on the inspection process. This video may be viewed on the HCD website at www.hcd.ca.gov, or on *YouTube*.

8. Refer resident questions about the inspection and booklet to the assigned inspector.

9. Review how to conduct your own preliminary inspection commencing on page seven (7).

Inspector Identification

HCD's inspector will be wearing a blue vest bearing the HCD logo, which incorporates the official state seal. HCD's inspectors also carry identification cards with their facial photograph. To ensure the privacy and safety of park residents, you may ask the inspector for identification.

Administrative and Legal Actions

Subsequent reinspections will be conducted throughout the MPM inspection process until all park and resident violations have been corrected. Failure to abate all violations may result in the suspension of the park's permit to operate (PTO). Should the PTO be suspended, it would be illegal for you to charge or accept rent for lots in the park or for rental units you may own in the park pursuant to HSC sections 18214 and 18500. Legal action to obtain a misdemeanor conviction for failure to comply with an enforcement agency-issued Notice of Violation (NOV) is avoidable. Such action is taken only when a park owner/operator or resident refuses to make corrections of conditions presenting hazards to occupants of the park, units, or the general public.

Additional Information

For additional information, contact the inspector assigned to your area.

Notice of Violation

Violations observed during the MPM initial inspection will generate an NOV letter which the park will receive for those items that are the park's responsibility; the residents will receive an NOV letter for those violations observed on their lot or their unit. The park **will not** be notified of the residents' violations and the park's violations **will not** be disclosed to residents until after the first reinspection has been performed. Should resident violations remain uncorrected after the first reinspection, a copy of the residents' Final Notice of Violation (FNOV) will be provided to the park operator or responsible person pursuant to HSC section 18420(b)(1) and should park violations remain, they will be posted in a conspicuous location within the park.

Time Allowed for Correction

The initial NOV allows 60 calendar days (90 days effective January 1, 2027) from the date reflected on the NOV for the park and its residents to correct the violations. However, violations that present an imminent health and safety hazard representing an immediate risk to life, health, or safety require immediate correction.

Reinspections

After the expiration of the initial time allowed to correct violations, the enforcement agency will conduct a reinspection to verify compliance with any issued NOVs. Should uncorrected MPM violations remain after the first reinspection, an FNOV letter will be sent to the park and those residents who have not yet abated their violations. This letter allows an additional 30 days from the date on the letter to correct any outstanding violations.

Posting of Park Responsible Violation(s)

At the conclusion of the first reinspection, the inspector will post a copy of the park's uncorrected violation(s) in a conspicuous location in the mobilehome park. The park's posted FNOV shall only be removed by the enforcement agency after the violation(s) have been corrected.

ITEMS FOR THE PARK OPERATOR TO INSPECT

Prior to the MPM inspection, the park owner or operator may eliminate many violations by inspecting the park grounds, facilities, and equipment and making appropriate corrections. The enforcement agency will cite the following conditions if found to endanger life, limb, health, or safety of the public and occupants. The following information is not regulatory language, but a guide for your inspection.

1. Permits

Permits must be obtained for the construction or alteration of any structure, including all electrical, mechanical, plumbing, fuel gas, or fire protection equipment or systems in the park. Correction of some violations noted in this booklet may require a permit. If you have questions, check with the enforcement agency.

Note: Permits for alterations or conversions to MH-units always require a permit from HCD, not any local agency.

2. Posting Emergency Information

a. The park is required to post an "Emergency Information Bulletin" listing the correct telephone numbers for the fire department, police department or sheriff's office, park office, the responsible person for park operations and maintenance, enforcement agency, locations of the nearest fire alarm box (when available), park address (street or highway number), and nearest public telephone.

b. The park is required to post the PTO in a conspicuous place.

c. The park's Emergency Preparedness Plan (EPP) and evacuation map must be made available to the park's residents upon request.

3. Manufactured Home/Mobilehome/Recreational Vehicle Lots

Park lots should be inspected for identification to ensure:

a. All lot corners are identified by permanent corner markers visible at grade and installed in a manner that does not create a hazard. Permanent markers shall be as prescribed in CCR, title 25, section 1104(c), and may include rebar driven 18 inches into the ground, pipe, and saw cuts in curbs.

b. All lots are identified with letters, numbers, or street address numbers. The lot identification must be in a conspicuous location facing the roadway. If the lot

identification number is installed on the wall surface of a unit, the surface nearest the roadway is to be used.

c. Lot lines are not created, moved, shifted, or altered without the written authorization of the registered owners of the units on the lots affected, if any, and a permit is from the enforcement agency in accordance with CCR, title 25, section 1105.

d. The total number of lots in the park shall not exceed the total number of unit lots reflected on the PTO. Procedures are available to amend the PTO to reflect current usage.

4. Animals in the Park

Inspect the park for loose domestic animals. Dogs, cats, or other domestic animals (domestic and feral) cannot roam at large (free) in the park. Lots and park areas are to be maintained and clean of animal waste.

5. Grading

Grade or fill common areas, lots, and roadways with depressions or low spots so water will not accumulate.

6. Fire Safety

The park should be inspected for fire safety to ensure:

a. The existing fire suppression equipment, such as hydrants and hose reels, has been tested and certified and is in operable condition.

b. In addition to connection to the unit, each lot has ¾ inch hose bib for fire suppression.

c. Accumulations of refuse, garbage, rubbish, and debris, such as paper, leaves, dry grass, weeds, scrap wood material, or other combustible materials are removed.

d. In parks constructed after September 15, 1961, streets must be at least 32 feet wide to allow parking on one side of the street, and 40 feet wide to allow parking on both sides of the street.

e. To allow on street parking in parks constructed prior to September 15, 1961, streets must be at least 22 feet wide if parking is allowed on one side of the street, and 30 feet wide to allow parking on both sides of the street.

f. To retard the spread of any fire, units are to maintain a minimum of 6 feet from a unit, permanent buildings, combustible accessory buildings, structures, or building components on adjacent lots, and maintain a minimum 3 feet from lot lines not bordering a park roadway or common areas.

7. Approval Insignia Required on Rented Homes

A manufactured home constructed on or after June 15, 1976, and offered for rent, sale, or lease must bear a United States Department of Housing and Urban Development (HUD) label. A mobilehome manufactured between the dates of September 1, 1958, and June 15, 1976, that is sold, offered for sale, rented, or leased within this state must bear HCD's insignia(s).

If a manufactured home does not bear the HUD label, the owner must coordinate with HUD's Office of Manufactured Housing Programs, call the Institute for Building Technology (IBTS) at (866) 482-8868, or email labels@ibts.org. If the unit is a mobilehome, the owner of the mobilehome must apply to HCD for an inspection of the mobilehome to obtain an insignia. The label or insignia represents that the unit has met the minimum standards in effect at the time of construction.

Note: An RV or park trailer that is rented or leased must bear a label or insignia indicating the manufacturer's compliance with the appropriate American National Standards Institute (ANSI) Standard, or an HCD insignia issued prior to January 1, 1999. It will not be possible to obtain a replacement insignia for an RV or park trailer or obtain an insignia by inspection from HCD for an RV manufactured on or after January 1, 1999.

8. Park Electrical System

The general park electrical distribution system should be inspected to ensure:

a. All breakers are labeled and identified.

b. The support poles for overhead systems are adequate.

c. There is at least an 8-foot clearance between the overhead conductors and the unit's roof.

d. At least 12 feet is provided over areas accessible to pedestrians only.

e. At least 12 feet is provided over driveways.

f. The underground conduit is properly maintained.

g. The exterior equipment is weatherproof and that there are no exposed internal parts.

h. The electrical equipment and circuitry are clearly identified and permanently marked identifying the space number or use.

i. Exposed conductors are protected against physical damage.

j. The lot electric service equipment is accessible for maintenance and not locked.

9. Lot Electrical Service Equipment

The lot electrical service equipment supplying power to each unit should be inspected for adequacy and safety to ensure:

a. The lot electrical service equipment receptacles and/or breakers or fuses are rated in accordance with the rating of the mobilehome unit's electrical system.

b. The lot service equipment overcurrent protection device is the approved size and type and installed in an approved manner.

c. The lot electrical service equipment, if exposed to the weather, has a weather-tight enclosure approved for damp or wet locations.

d. Park or lot electrical service equipment with exposed electrical parts are provided with a cover. All exposed parts are covered and unused openings are plugged.

e. The wiring which supplies power to the lots has the capacity to properly supply the unit installed on the lot.

f. The lot electrical service conductors are the approved size and type for the demand required by the unit on the lot.

g. The grounding of the lot electrical equipment (pedestal, receptacle, junction box, etc.) does not have loose or unprotected ground wires, particularly at the grounding rod or water pipe.

h. The lot electrical equipment (pedestal, receptacle, junction box, transformers) is protected against physical damage with posts, fencing or other barriers as approved by the enforcement agency.

i. The box-type lot electrical equipment (disconnect/receptacle plug-in type) is secured to a 4 x 4 redwood or pressure treated post (or equivalent) in a concrete pad. Replace deteriorated or broken posts with a post set into the earth not less than 2 feet and stabilized by 3 ½-inch thick concrete pad extending at least 6 inches on all sides of the post.

j. Unimpeded access is provided to the lot service electrical pedestal at all times.

k. The lot electrical service equipment does not have broken or missing receptacles. Remove or replace receptacles and install missing receptacles.

l. Units with power cords must be plugged into a receptacle and shall not be wired directly.

10. Park Lighting

Park lighting should be inspected to ensure:

a. Roadways and walkways within the park have adequate and operable lighting during the hours of darkness.

b. Sufficient artificial light is provided to adequately illuminate every recreational building, laundry, and other buildings containing toilets, public showers that are located in the area of the park when in use during the hours of darkness.

11. Park Gas System

The entire park gas system should be inspected and repaired as needed to ensure:

a. The park gas system, its equipment, and lot gas service equipment are protected against potential physical damage, such as vehicle traffic.

b. Each lot has a gas shutoff valve installed in a readily accessible location upstream of the lot gas outlet or gas meter.

c. The gas shutoff valve is located on the gas rise outlet at a height not less than 6 inches above grade.

d. The lot gas connection from the mobilehome to the lot gas meter is by an approved flexible gas connector listed for manufactured home/mobilehome use and for exterior use.

e. The total of all liquid petroleum gas (LPG) tanks on the lot does not exceed 60 gallons without a permit.

f. The gas meter is adequately supported by a post and bracket, or other approved means providing equivalent and independent support and not by the gas piping.

g. LPG tanks are secured to prevent accidental overturning.

- When installed in a flood zone, the LPG containers are to be anchored to prevent flotation.

h. There is adequate clearance around the LPG vessel installed on the lot. Minimum clearances from the filling connection or vent to sources of ignition, direct vent appliances, and mechanical ventilation air intakes are as follows:

- 10-foot minimum for purposes of filling.

- 5-foot minimum to pressure relief valve and the pressure-relief valve must be directed away from the openings in buildings below the valve.
- The tank cannot be located in areas with less than 50 percent open space for ventilation.

Note: Lot electrical service is not considered a source of ignition.

i. The lot gas riser, shut-off valve, and/or meter are not located under a unit, habitable cabana, RV, accessory building or structure, or in an inaccessible and/or unvented location.

j. Unused lot gas outlets, even with a shut-off valve, are capped or plugged to prevent accidental discharge of gas.

k. Any and all gas leaks within any part of the park's gas system are repaired immediately.

12. Fuel-Oil Equipment

Fuel oil tanks and equipment belonging to the park and on individual lots should be inspected and repaired as needed to ensure:

a. Park fuel tank(s) and its equipment are protected against potential physical damage such as vehicle traffic.

b. Tanks used for supplying fuel oil to a unit with oil-burning appliances are not larger than 150-gallon capacity.

c. No more than 2 tanks with a combined maximum capacity of 150 gallons are installed on a lot.

d. Tanks are not located closer than 5 feet to a lot line or to the nearest side of a roadway.

e. Tanks are not located in an area accessible to motor vehicles.

f. Tanks elevated above ground are maintained on rigid, noncombustible supports of adequate size to support the tank when filled.

g. Tanks are installed on concrete foundations or footings to prevent movement or settling.

h. Tanks are fastened securely to the supporting frame.

i. A shutoff valve is located immediately adjacent to the gravity feed connection of a tank in the supply line to the unit.

j. Fuel oil connectors from the tank to the unit are of brass, copper tubing or approved flexible metal hose not smaller than ⅜ inch.

k. Every tank is adequately designed, installed, vented, and maintained.

13. Park Sewer Drain System

The park sewer drain system should be inspected to ensure:

a. Unused openings, such as lot inlets and clean-outs, are capped or plugged and the system is maintained leak free and gas tight. Leaks in the park sewer drain system must be repaired immediately.

b. Sewer system vents, when installed, are maintained with a minimum 2-inch interior diameter vent extended a minimum of 10 feet above grade. Vents must be adequately supported and secured.

14. Park Water System

The park water system should be inspected to ensure:

a. Each lot is provided with a water service outlet delivering potable water.

b. The park water system is free from leaks. Leaks within the park's water system must be repaired immediately.

c. The lot water service equipment is protected against vehicle damage with posts, fencing, or other barriers approved by the enforcement agency.

15. Fire Safety

The park should be inspected for fire safety to ensure:

a. Existing fire suppression equipment, such as hydrants and hose reels, has been tested and certified and is in operable condition.

b. In addition to the mobilehome water inlet, each lot is to have ¾ inch hose bib for fire suppression.

c. Accumulations of refuse, garbage, rubbish, debris, such as paper, leaves, dry grass, weeds, scrap wood material, or other combustible materials are removed.

d. In parks constructed after September 15, 1961, streets must be at least 32 feet wide to allow parking on one side of the street, and 40 feet wide to allow parking on both sides of the street.

e. To allow on-street parking in parks constructed before September 15, 1961, streets must be at least 22 feet wide if parking is allowed on one side of the street, and 30 feet wide to allow parking on both sides of the street.

f. To retard the spread of any fire, MH-units are to maintain a minimum of 6 feet from a unit, permanent buildings, combustible accessory buildings or structures, or building components on adjacent lots, and maintain a minimum 3 feet from lot lines not bordering a park roadway or common areas.

16. Grading

Grade or fill common areas, lots, roadways with depressions or low spots where water may accumulate.

17. Park Buildings and Associated Equipment

Park buildings and equipment should be inspected to ensure:

a. The clubhouse interior, storage rooms, kitchens, offices, toilets, and showers are free of maintenance, health, and safety issues.

b. The exterior of the clubhouse outdoor kitchens/barbeque areas, pool areas, and outdoor showers are free of maintenance, health, and safety issues.

c. The laundry room is free of maintenance and safety issues.

d. The laundry room washers and dryers are free of maintenance and safety issues.

e. The park car wash area, if any, are free of maintenance and safety issues.

f. The park swimming pool equipment room, if any, is free of maintenance and safety issues.

18. Miscellaneous Items

a. Fences are maintained in good condition and are structurally sound.

b. Retaining walls are maintained in good condition and are structurally sound.

c. Storage buildings and sheds are not being used for human habitation.

d. Tree limbs and shrubbery are not in contact with the MH-unit roof.

ITEMS FOR THE PARK RESIDENT TO INSPECT

Prior to the MPM inspection, park residents may eliminate many violations by inspecting their lots and MH-units. The following is a list of commonly found resident violations. The enforcement agency will cite these conditions if found to endanger life, limb, health, or the safety of the public and occupants. The following information is a guide for the resident inspection.

1. Registration

A mobilehome or manufactured home is to be currently registered with HCD and is to display the appropriate registration, license plate, or local property taxation decal. Display evidence of the current registration or local property taxation status or provide evidence to the park management or to the inspector.

2. Permits

If any of the following changes have been performed without a valid permit, you are encouraged to obtain a permit prior to the MPM inspection in order to avoid possible penalties:

a. Installation, construction, or alteration of the following requires a permit from the enforcement agency:

b. any accessory building, or structure, including porches, awnings, or room additions.

- any storage cabinet exceeding 120 square feet.
- any electrical, mechanical, or plumbing equipment.
- any fuel gas equipment.

c. Installation of a mobilehome or manufactured home within the park requires a permit from the enforcement agency.

Note: Prior to construction of any project, verify with the enforcement agency if the park is located in a Fire Hazard Severity Zone or Wildland Urban Interface (WUI) Fire Area as restrictive construction standards may apply to your project.

3. Emergency Exiting

a. To ensure safe exiting during an emergency, remove any obstruction which would prevent exterior doors from opening.

b. Remove hasps and padlocks installed on the exterior of the home. In the event of an emergency, exit doors locked by a padlock or hasp prevent the door from being opened from the outside and will trap the occupant inside.

4. Debris and Combustible Storage

Inspect the areas under and around the unit and remove any accumulation of refuse, garbage, combustible debris such as paper, leaves, dry grass, scrap wood, and other combustible materials.

5. Animals

Domestic animals, including cats, shall not roam free in the park and the lot shall be maintained and reasonably cleaned of domestic animal waste.

6. Appliances

a. Appliances located outside of a unit must be protected from the weather. Locating them under an awning is not acceptable. They must be in some type of enclosure.

b. Electrical power to an outdoor appliance is to be provided only through a permanent wiring means; extension cords are not permitted.

7. Multiple Units on a Lot

a. Only one unit may be installed on an individual lot.

   Exception: A self-propelled RV or truck mounted camper may be parked on the lot when it is used as a frequent means of transportation. The self-propelled RV or truck mounted camper may not be connected to the utilities or interconnected to the other unit on the lot.

b. A camper, intended for truck mounting, may not be removed from the truck and placed on the lot. A truck camper shell is not considered a camper.

8. Unit Setbacks from Lot Lines

a. A unit must have the required 3-foot clearance from all lot lines. If the unit is placed within 3 feet of the lot line, relocation may be required.

b. A unit must be 6 feet away from a combustible structure on an adjacent lot.

Exception: A unit bordering a roadway or common area may be installed up to the lot line which borders the roadway or common area.

9. Substandard Units

A unit in substandard condition may be ordered removed from the park unless the substandard conditions are repaired. Substandard conditions may include, but are not limited to:

a. Structural hazards such as deteriorated floors, buckled walls, deteriorated roof members, etc.

b. Electrical hazards including bare wires, unprotected cables or conductors, open splices, etc.

c. Improper plumbing to include leaking fixtures.

d. Mechanical hazards including unvented or improperly vented gas appliances.

e. Faulty weather protection such as roof leaks, broken windows, damaged siding, etc.

10. Power Cords

A large rubber-coated type electrical cord used to power a unit should be inspected to ensure:

a. The covering on the cord is not cracked or deteriorated.

b. The area of the plug is not damaged or pulling away from the cord.

c. The cord is not cut or spliced.

d. The power cord plug has not been removed and the cord is not directly wired to the park electrical service.

e. The power cord is listed and approved for manufactured home, mobilehome, or RV use.

f. The cord is not buried in the ground or encased in concrete.

g. The unit does not have more than one power supply cord.

h. An approved adapter, not more than 12 inches in length, in use prior to July 7, 2004, will be allowed its continued use provided it is installed and maintained in a safe operating condition.

i. The power cord is not rated less than the electrical load of the unit. Example: If the unit's cord is rated at 30 amperes and the unit load is 50 amperes, the 30 amperes cord is not allowed.

j. The unit's lot pedestal amperage does not exceed the power supply cord or feeder rating.

11. Feeder Assemblies

A unit that is electrically connected to the lot's electrical service by a flexible metal conduit (feeder assembly), should be inspected to ensure:

a. The conduit is not buried or in contact with the ground.

b. The conduit provides continuous, complete protection of the electrical conductors inside.

c. No more than one "feeder assembly" is utilized to supply power to the unit.

d. The feeder assembly is not rated less than the electrical load of the unit. Example: If the unit's feeder assembly is rated at 30 amperes and the unit load is 50 amperes, the 30 amperes feeder assembly is not allowed.

Exception: An air-conditioning unit and/or a circuit to an accessory structure may be permanently wired to the lot pedestal provided the lot service can accommodate the additional load. A permit is required for this installation.

12. Wiring Methods

The general electrical conditions affecting the unit should be inspected to ensure that:

a. Extension cords cannot be used in lieu of permanent wiring.

b. Appliances cannot be installed outside the unit or accessory structure; the equipment should be installed inside a structure using approved wiring methods.

c. The cables and conductors for electrical wiring installed outside a unit are protected against physical damage by installing the wiring in conduit.

d. The electrical equipment installed outdoors is approved for wet or damp locations.

e. All the parts or components of the electrical equipment of the unit, or equipment for accessory uses, are installed so that no energized parts are exposed.

f. The lot electrical service equipment is accessible at all times. Remove any stored items or permanent construction obstructing access to the lot electrical service equipment.

g. The unit is electrically grounded to prevent electrical shock.

Note: If you believe that one or more of the above conditions affect the electrical system of your unit, it is recommended you consult a licensed electrician for assistance and correction of the condition. Permits are required prior to the installation of any electrical wiring in manufactured homes and mobilehomes.

13. Gas Meter

The gas meter regulator and shutoff valve provided on the lot must be accessible at all times and be in a well-ventilated location.

The gas meter must be supported by a mechanical means other than the gas riser.

14. Gas Connectors

Inspect the condition of the gas system connector. It should be a single flexible gas connector not over 6 feet in length, listed for exterior use, and not buried or otherwise in contact with the ground.

15. Propane Gas Tanks

When a unit is supplied by external liquefied petroleum gas (LPG) tank(s), inspect the tank(s) to ensure:

a. The lot gas connection from the unit to the lot gas meter is by an approved flexible gas connector listed for use for a manufactured home/mobilehome or RV and is listed for exterior use.

b. The total of all tanks on the lot does not exceed 125 United States gallons. If the total exceeds 125 US gallons, the more restrictive provisions of the Unfired Pressure Vessel Safety Orders, CCR, title 8, chapter 4, subchapter 1, would apply.

c. Secure LPG vessels to prevent accidental overturning by securing to the unit's hitch, a support post, or other approved means.

d. There is adequate clearance around the LPG vessel installed on the lot. Minimum clearance from the filling connection or vent to sources or ignition, direct vent appliances, and mechanical ventilation air intakes:

- Minimum 10 feet for purposes of filling.
- Minimum 5 feet to pressure relief valve and the valve must be directed away from the openings in building below the valve.
- The tank cannot be located in areas with less than 50 percent open ventilation or under the unit.

Note: Lot electrical service is not considered a source of ignition.

e. LPG vessels are not stored inside or underneath the unit, a habitable accessory building, or an accessory structure that is not open more than 50 percent for ventilation. Exception: personal portable appliances, such as barbeques, may be stored in enclosed areas.

f. When installed in a flood zone, the LPG containers should be anchored to prevent floatation.

16. Gas Lines

If the gas piping system has been properly extended to reach the park's gas inlet, the extension pipes must be supported. Support the pipe with metal hangers at maximum 4-foot intervals.

17. Water Heaters

Inspect the unit's water heater for minimum safety requirements to ensure:

a. The gas water heater is properly vented to the exterior of the home.

b. Access to the water heater is unobstructed.

c. The water heater compartment is weather tight and protected from the rain, elements, etc.

d. The water heater has functional temperature and pressure (T & P) relief valve. Extend the T & P valve piping to the underside of the mobilehome unit with piping suitable for use with hot water. T & P valve piping shall be the same size as the valve opening, must extend to below the floor of the unit, and must not have threads on the open end.

e. The water heater has adequate openings into the compartment for combustion air.

f. The water heater has the required clearances from its vent at the ceiling of the compartment and has sufficient clearances from its sides to the combustible walls of the compartment.

Note: If there is a problem with the water heater or its installation, refer to the water heater manufacturer's installation instructions or consult a licensed plumbing contractor.

18. Sewer Drains

The sewer drain connector on the unit should be inspected to ensure:

a. The sewer drain is gas-tight and leak free.

b. The sewer drain is sloped to drain a minimum of ⅛ inch per foot for 4 feet, and ¼ inch for 3 feet.

c. The sewer drain is supported every 4 feet.

d. The drain piping is constructed of a minimum schedule 40 ABS plastic approved for drain and waste use.

e. The connection to the lot sewer inlet contains a flexible connector.

f. RVs connected to the lot drain in the park for more than three months must have a sewer drain connection consisting of a minimum schedule 40 ABS plastic piping approved for drain and waste use. A flexible RV hose-type drain is only acceptable as a temporary connection and is not approved as a permanent connection.

g. All drain fixtures discharge into an approved sewer or septic system.

19. Water Supply Connector

Inspect the fresh water supply connector on the unit to ensure:

a. The fresh water supply connector and shut-off valve on the unit are leak free.

b. The fresh water supply connector is made of a flexible material approved for potable water such as soft copper tubing not less than ½ inch in diameter.

c. There is a water shut-off valve installed on the unit.

d. Permanently installed water filtration or conditioning equipment is installed in an approved manner with a permit.

20. Exits

Every exit door on the mobilehome unit has conforming stairs, ramps, and/or landings which comply with HCD's regulations.

21. Stairways

Stairways at each required exit door are required to be safe and stable and should be inspected to ensure:

a. The risers of the stairways do not exceed 7 ¾ inches in height. Risers should not vary by more than ⅜ inch.

b. The stairway treads are not less than 10 inches in depth. Treads should not vary by more than ⅜ inch.

c. The stairway width is not less than the width of the door.

d. Recently constructed stairs much comply with the California Residential Code (CRC) requirements.

22. Stairway Landings

When an exterior door swings outward, a stairway landing is required and should be inspected to ensure:

a. The landing is not lower than 1 inch below the bottom of the unit's door.

b. The landing width and length is not less than the door width.

c. Stairway landing is structurally sound.

23. Guardrail for Porches and Decks

The guardrails for a porch or deck that are at least 30 inches or more above grade should be inspected to ensure:

a. The guardrail is at least 36 inches in height above the floor prior to January 1, 2008.

   Note: New guardrails constructed on or after January 1, 2008, must be 42 inches in height above the floor.

b. The openings between intermediate rails should not allow a 4-inch sphere to pass through the openings.

c. The railings must be structurally sound.

24. Guardrail for Ramps

The ramp guardrail should be inspected to ensure:

a. If the ramp is 30 inches or more above grade, guardrails are installed on at least one side of the ramp provided the other side is closed and extended the full length of the ramp.

b. The guardrail is at least 36 inches in height above the floor.

c. The openings between intermediate rails should not allow a 4-inch sphere to pass through the openings.

d. The guardrails are structurally sound.

25. Handrails for Stairs

Any stairway to a mobilehome unit or accessory structure (deck, porch, room addition, etc.) more than 30 inches above grade should be inspected to ensure:

a. Stairs serving porches constructed more than 30 inches above grade are equipped with intermediate rails that do not allow a 4-inch sphere to pass through the openings.

b. Handrails are not less than 30 inches or more than 34 inches in height, as measured vertically from the nosing of stair treads, or not less than 34 inches or more than 38 inches in height if constructed after July 7, 2004.

c. Handrails and intermediate rails are structurally sound. Secure any loose rails.

26. Skirting

The skirting of a mobilehome unit should be inspected to ensure that the ventilation and access under the manufactured home/mobilehome ensure:

a. When skirting is installed, an underfloor access panel is required. The panel must be 18 by 24 inches unobstructed by pipes, ducts, or other equipment that may impede access.

b. A minimum 1 ½ square feet of ventilation is required for each 25 linear feet of skirting. The openings for ventilation shall be provided on at least two opposite sides as close to the corners as possible.

c. Where wooden materials are used for skirting, any wood in contact or within 6 inches of the earth must be decay and insect resistant wood, such as redwood.

27. General Accessory Structure Requirements (Awnings, Carports, Decks, and Porches)

Inspect general accessory structures including awnings, carports, decks, and porches to ensure that:

a. Missing, damaged, or unanchored supports are repaired.

b. Combustible accessory structures are a minimum of 3 feet from the lot line and are not less than 6 feet from any combustible unit, accessory building, structure, or building component on an adjacent lot. However, 4 inches by 4 inches nominal wood support posts on aluminum awnings may be located up to a lot line.

c. Awnings and carports may extend to the lot line which borders a roadway.

d. Wooden awnings and carports are free standing or have a permit for the attachment to the unit.

e. Metal awnings and carports do not project over the lot line.

f. All non-combustible accessory structures must maintain a minimum 3 feet from any unit, accessory building, or structure on an adjacent lot.

g. The structure is sound and in good condition.

28. Awning or Carport Enclosure

Awning enclosures are permitted for outdoor recreational use only and should be inspected to ensure:

a. Any combustible structural components of the enclosure are a minimum of 3 feet from a lot line except when the awning enclosure borders a roadway or common area.

b. Awning enclosures or carports are to be free standing and not attached to the mobilehome unit.

c. The structures cannot project over the lot line.

d. Any electrical equipment installed is suitable for damp location.

e. The enclosure is structurally sound.

29. Cabana or Room Additions

Inspect room additions to ensure:

a. The structure meets minimum standards for weather, protection, electrical wiring, plumbing, and structural integrity.

b. There is at least a 3-foot separation to the lot line.

30. Storage Cabinets or Sheds

a. Inspect storage cabinets or sheds to ensure:

b. The storage cabinet or shed is structurally sound.

c. The structure is not installed within 3 feet of a lot line except when the lot line borders a park roadway or common area.

d. If the structure is constructed with combustible material and is within 3 feet of the lot line. Provide a 3-foot separation from the property line.

e. If the structure is noncombustible, the storage cabinet or shed may be installed up to the lot line provided there is a minimum 3-foot separation to any structure on the adjoining lot.

f. Storage sheds or cabinets exceeding 120 square feet in dimension require a permit from the enforcement agency. The total floor area of all storage cabinets on the lot does not exceed 120 square feet.

31. Miscellaneous Structures

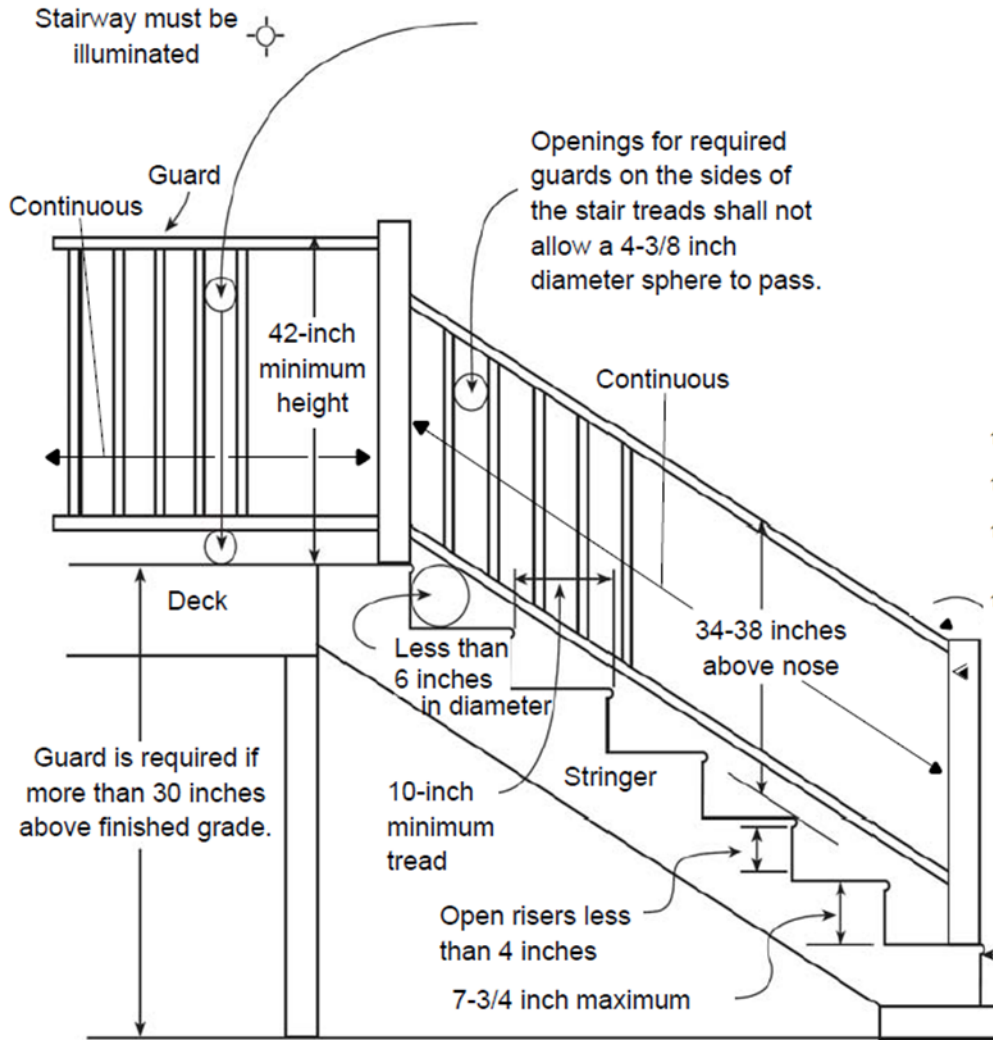
Inspect garages, greenhouses, and storage buildings to ensure:

a. The setback to the unit is a minimum 6 feet; however, garages and storage buildings with one-hour firewall construction may be up to 3 feet to the unit on the same lot.

b. Garages, greenhouses, and storage buildings constructed of combustible material are a minimum of 3 feet from the lot line, except when they border a roadway or common area within the park.

c. The structure is sound and in good condition.

Mobilehome Exterior Self-Supporting Stairway Drawing



Notes:

1. Stairway shall not be less than 36 inches in width.
2. Stairways risers (rise) shall not be greater than 7-3/4 inch.
3. Stairway treads (run) shall be a minimum of 10 inches.
4. The length of treads and the height of risers shall not vary more than 3/8 of an inch.
5. Riser openings shall not exceed 4 inches between the treads.
6. The nose of each tread with solid risers must be between 3/4 of an inch and 1-1/4 inch. Nosing is not required when tread depths are 11 inches or more.
7. Composite materials may require addition framing. Refer to the manufacturer's installation instructions.
8. Stairways are required to be illuminated, including landings and treads.
9. Where the top of the guard also serves as a handrail on the open side of a stairway, the top shall be no less than 34 inches and no more than 38 inches above the edge of the treads.
10. When installed in a Fire Severity Zone, walking surface material of stairways/decks shall comply with CRC Section R337.9.
11. Stringers shall be positively anchored to the primary self-supporting structure to resist lateral and vertical forces. (Toe-nailing is not acceptable to accomplish this.)
12. If one side of the stairway is solid (example: wall of the structure, etc.), guardrails are only required on the open side. Otherwise, guardrails are required on both sides.
13. Continuous handrails are required on at least one side.

Handrails (See Back)

Guards are required for walking surfaces on the open-side. Guard/handrails shall have a uniform distributed live load of 200 pounds per square foot.

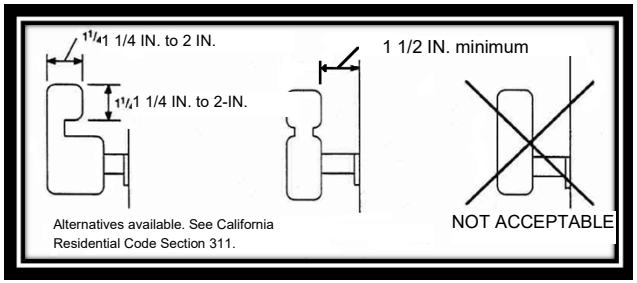
Mobilehome New Exterior Self-Supporting Stairway
California Residential Code (CRC)

Stairway Drawing Notes:

1. Stairway shall not be less than 36 inches in width.
2. Stairway risers (rise) shall not be greater than 7 ¾ inches.
3. Stairway treads (run) shall be a minimum of 10 inches.
4. The length of treads and the height of risers shall not vary more than ⅜ inch.
5. Riser openings shall not exceed 4 inches between the treads.
6. The nose of each tread with solid risers must be between ¾ inch and 1 ¼ inches.
7. Composite materials may require additional framing. Refer to the manufacturer's installation instructions.
8. Stairways are required to be illuminated, including landings and treads.
9. Where the top of the guard also serves as a handrail on the open side of a stairway, the top shall be no less than 34 inches and no more than 38 inches above the edge of the treads.
10. When installed in a Fire Severity Zone, walking surface material of stairways or decks shall comply with CRC section R337.9.
11. Stringers shall be positively anchored to the primary self-supporting structure to resist lateral and vertical forces. (Toenailing is not acceptable to accomplish this.)
12. If one side of the stairway is solid or a wall, guardrails are only required on the open side. Otherwise, guardrails are required on both sides.
13. Continuous handrails are required on at least one side.

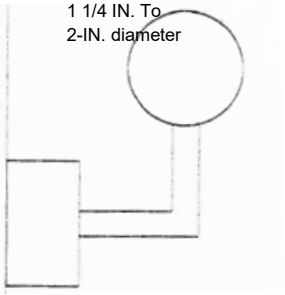
HCD Mobilehome Handrail Drawing

HANDRAILS

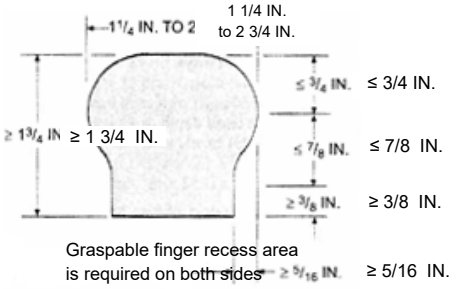


Handrails are required on at least one side when stairways have four or more risers.

HANDRAIL GRIP EXAMPLES



Type I (Circular)



Type II (Perimeter > 6 1/4 IN.)

California Residential Code — Quick Code References

Exterior Stairway Illumination Requirements

Exterior stairway illumination* — Section R303.7

Glazing Adjacent to Stairways

Glazing adjacent to stairs* — Section R308.4.6
Glazing adjacent to the bottom stair landing* — Section R308.4.7

Guardrails

Guard requirements — Section R312.1
Where guards are required — Section R312.1.1
Guard height requirements* — Section R312.1.2
Opening limitations* — Section R312.1.3
Loads — Table R301.5

Handrails

Handrails — Section R311.7.8
Height* — Section R311.7.8.1
Continuity* — Section R311.7.8.4
Grip-size — Section R311.7.8.5
Loads — Table R301.5

Materials and Construction Methods for Exterior Wildfire Exposure

Section R337

Landings and Walking Surface

Landings for stairways* — Section R311.7.6
Stairway walking surface — Section R311.7.7

Stairway Widths and Headroom

Stairway Width* — Section R311.7.1
Stairway Headroom* — Section R311.7.2

Stairway Treads, Risers and Nosing

Stair treads and risers — Section R311.7.5
Stair risers (rise)* — Section R311.7.5.1
Stair treads (run) — Section R311.7.5.2
Tread nosing* — Section R311.7.5.3
Attachment — Section R311.5

*Section includes exceptions

A permit (form HCD MP 50) is required from HCD when a deck's landing exceeds 12 square feet and is in an HCD mobilehome park (California Code of Regulations, title 25, section 1018(d)(5)). Always refer to the actual and current text of applicable laws and regulations. The California Residential Code is available at https://www.dgs.ca.gov/BSC/Codes. This document is not intended to be all-inclusive. Unaltered existing stairways are subject to the requirements that were in effect during the original approval or installation.