

**MEMORANDUM**  
**MONROE COUNTY GROWTH MANAGEMENT DIVISION**  
*We strive to be caring, professional, and fair.*



To: Construction Industry  
Mobile and Manufactured Home Owners

From: Rick Griffin, Building Official

Date: 11/20/17

RE: Manufactured and Mobile Home Permitting

Pursuant to Monroe County Floodplain Management Code Section 122-4, Florida Statute Section 320.8232(2) and Florida Administrative Code 15C-2.0081, Monroe County requires *building permits* for Manufactured and Mobile Home installation, repairs, additions and remodel work. The following definitions outline a manufactured home and a mobile home:

24 C.F.R. 3280.2: Manufactured home means a structure, transportable in one or more sections, which in the traveling mode is 8 body feet or more in width or 40 body feet or more in length or which when erected on-site is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained in the structure. This term includes all structures that meet the above requirements except the size requirements and with respect to which the manufacturer voluntarily files a certification pursuant to § 3282.13 of this chapter and complies with the construction and safety standards set forth in this part 3280. The term does not include any self-propelled recreational vehicle. Calculations used to determine the number of square feet in a structure will include the total of square feet for each transportable section comprising the completed structure and will be based on the structure's exterior dimensions measured at the largest horizontal projections when erected on site. These dimensions will include all expandable rooms, cabinets, and other projections containing interior space, but do not include bay windows. Nothing in this definition should be interpreted to mean that a manufactured home necessarily meets the requirements of HUD's Minimum Property Standards (HUD Handbook 4900.1) or that it is automatically eligible for financing under 12 U.S.C. 1709(b).

Florida Statute: 320.01(2)(a) "Mobile home" means a structure, transportable in one or more sections, which is 8 body feet or more in width and which is built on an integral chassis and designed to be used as a dwelling when connected to the required utilities and includes the plumbing, heating, air-conditioning, and electrical systems contained therein. For tax purposes, the length of a mobile home is the distance from the exterior of the wall nearest to the drawbar and coupling mechanism to the exterior of the wall at the opposite end of the home where such walls enclose living or other interior space. Such distance includes expandable rooms, but excludes bay windows, porches, drawbars, couplings, hitches, wall and roof extensions, or other attachments that do not enclose interior space. In the event that the mobile home owner has no proof of the length of the drawbar, coupling, or hitch, then the tax collector may in his or her discretion either inspect the home to determine the actual length or may assume 4 feet to be the length of the drawbar, coupling, or hitch.

(b) "Manufactured home" means a mobile home fabricated on or after June 15, 1976, in an offsite manufacturing facility for installation or assembly at the building site, with each section bearing a seal certifying that it is built in compliance with the federal Manufactured Home Construction and Safety Standard Act.

**15C-2.0081 Mobile and Manufactured Home Repair and Remodeling Code.**

These guidelines shall be used to assure safe and livable housing and shall not be more stringent than the standard to which the home was originally constructed.

(1) Structure.

- (a) Additions, including, but not limited to add-a-rooms, roof-overs and porches shall be free standing and self-supporting with only the flashing attached to the main unit unless the added unit has been designed to be married to the existing unit. All additions shall be constructed in compliance with State and locally adopted building codes.
- (b) Anchoring of additions shall be in compliance with requirements for similar type construction.
- (c) Repair or remodeling of a mobile/manufactured home shall require the use of material and design equivalent to the original construction. Structure shall include, but not be limited to, roof system, walls, floor system, windows and exterior doors of the mobile/manufactured home.
- (2) Electrical repair and replacements shall require the use of material and design equivalent to the original construction.
- (3) Plumbing repairs and replacements shall require the use of material and design equivalent to the original construction.

**County Permit Application Requirements: REPAIR**

**Hurricane Irma Damage Safety Inspection (Major or Destroyed Placard)**

*A Safety Inspection for Major or Destroyed determination is required before Repairs Begin*

- 1. Building Permit application by Licensed Contractor, qualified mobile home repairman, or Resident Owner / Builder.
- 2. Contractor, owner/builder or Design Professional Detail Repair list or Plans with estimated Construction Cost (Labor and Material)
- 3. List of Materials used in Repair: Note below 15C-2.0081 (c)
- 4. All Structural Repairs, more stringent re-enforcement or alternate materials approved by Design Professional.

**County Permit Application Requirements: RENOVATION** *(not related to Hurricane Damage)*

- 1. Building Permit application by Licensed Contractor, qualified mobile home repairman, or Resident Owner / Builder.
- 2. Contractor, owner/builder or Design Professional job description or Plans with estimated Construction Cost (Labor and Material)
- 3. List of Materials used in Repair: Note 15C-2.0081 (c)
- 4. All Structural Repairs, more stringent re-enforcement or alternate materials approved by Design Professional.

**County Permit Application Requirements: NEW or REPLACEMENT**

- 1. Design Professional Site Plans
- 2. Mobile or Manufactured Home Specifications
- 3. Exterior Electrical Plans (Electrical Service detail)
- 4. Water and Sewer hookup detail.
- 5. Gas plans (propane tank location and detail) if applicable
- 6. Tie Down, Blocking, foundation detail.

Compliance with the Land Use District will be required on all replacements.

Compliance with Section 122-4(b) (4) will be required for all Manufactured Home Permits in a Special Flood Hazard Area.