



CAMERON PARISH MANUFACTURED HOME CHECKLIST
PHONE (337) 775-2800 FAX (337) 775-5535

PERMIT COST: \$30.00 (Accept Check, Money Order, Visa, MasterCard, Discover & American Express - No CASH)

Applicant/Owner Name: _____ Phone # _____

Location/Address of Property: _____

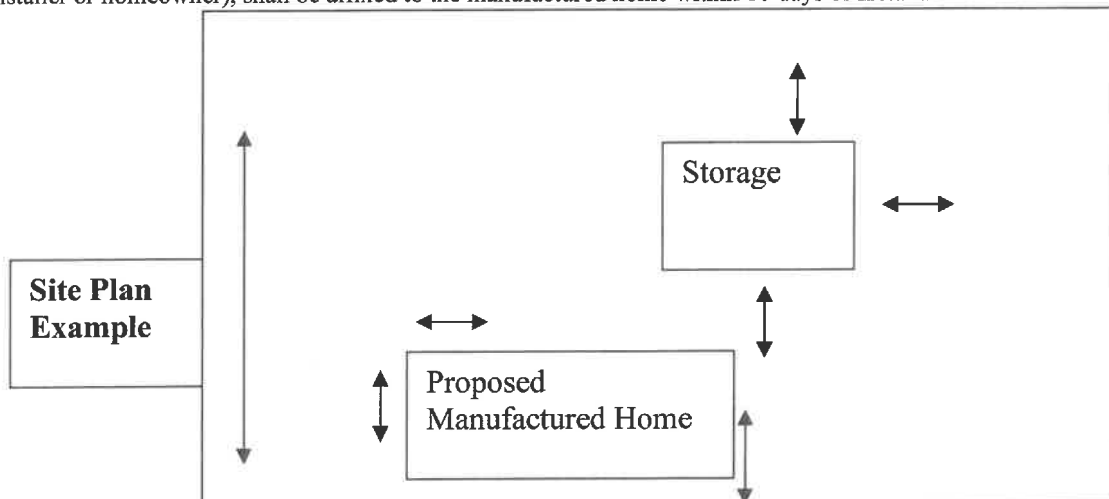
- 1. LOUISIANA OF DEPARTMENT OF HEALTH, OFFICE OF PUBLIC HEALTH - SEWER (337-775-5368 or Waterworks District
2. LAND VERIFICATION & PARCEL NUMBER / LEGAL DESCRIPTION OF PROPERTY (i.e Filed Cash Deed, Abstract, Tax Assessment, Lease Agreement
3. LENGTH AND WIDTH (i.e 14 x 80)
4. PROOF OF WIND ZONE RATING must be 2 or 3 (title, copy of data plate, etc...)
5. COST of MANUFACTURED HOME \$ (estimated)
7. SITE PLAN (include all NEW and EXISTING structures and their distances from lot lines)
8. UTILITY COMPANY, JEFF DAVIS ELECTRIC (), ENTERGY AND ACCOUNT NUMBER
9. ELEVATION CERTIFICATE, (2 year or newer), (Must be proposed structure location specific) In A or AE Flood Zones the bottom of the longitudinal chassis frame beam must be (1) foot or higher than the elevation requirement. In V or VE Flood Zones the bottom of the lowest horizontal structural member supporting the home must be (1) foot or higher than the elevation requirement.
10. NEED CULVERT?? (YES) - Public Works 337-775-5718 or 337-775-2602 (NO) - [if along a state-maintained roadway, contact Department of Transportation and Development (DOTD) 337-437-9138 for permitting]

Will the manufactured home have gas (natural or propane) servicing the home? Circle YES or NO

**Placement of a USED (wind zone rated 1), relocated manufactured home will require proof of existence (within Wind Zone 2 Area) by way of a title, tax assessment or other proper documentation.

**NOTE: Office of State Fire Marshal- Louisiana Manufactured Housing Commission 225-362-5500
State Regulations of installations in flood hazard areas-pads, piers, etc... LRS RS: 51 912.21-912.30 LCHC Installation & transportation, (912.23. Foundations and piers, the following guidelines shall be used when the installation of foundations and piers is not specified in the manufacture's instructions or when the manufacture's installation instructions are not available; (e) All piers over fifty-two (52) inches shall be designed by an architect or engineer. All foundation work must be inspected by parish inspector before any holes are filled.

**NOTE: An installation sticker from the Louisiana Manufactured Housing Commission (placed by an authorized licensed installer or homeowner), shall be affixed to the manufactured home within 10 days of installation.





MANUFACTURED HOME INSPECTION REQUIREMENTS

MANUFACTURED HOMES: (call for inspection with your permit #)

1. The manufactured home is in place with wiring completed from service pole to MH & A/C disconnect (in conduit)

**** Make application with your electrical service provider prior to placement of electrical service****

2. Plumbing piping installed (to sewer system) and gas piping installed (if applicable)

3. Municipal Address posted MUNICIPAL ADDRESS: _ _ _ _ _

The Parish will assign a municipal address that must be displayed on the structure at the time of inspection. The house numbers must be made of permanent material and contrasting color, so that they can be easily seen (3 inches or taller **wood or metal numbers**). If the structure is set back more than **50 feet** from the street, put the numbers at the edge of the driveway on one of the following: **gate post, fence post, mailbox post (if located on the same side of the road)**, or other permanent structure **and** at the side of the front door.

****For Entergy and Jeff Davis Electric customers, the address must be posted to connect utilities for electrical power.****

5. Louisiana Manufactured Housing Commission "installation permit" sticker affixed to MH (*it is the responsibility of the "installer" to obtain & place this sticker as certification that proper appropriate installation standards have been adhered to.*)
6. Elevation Surveys (Required in A, AE, V, & VE flood zones)--- A Final elevation certificate shall be submitted prior to issuance of Letter of Occupancy.

**** ALL machinery (eg. A/C, Sewer Pump Motor) servicing dwelling must also be at the lowest required base flood elevation****

****Failure to comply with inspection requirements may result in assessment of fines!****

****Electrical power will be released to utility company when inspection has been approved!****

****I have read and understood the above information on inspection process:**

SIGNATURE

PERMIT OFFICIAL

RS 51:912.21

PART XIV-B. MINIMUM STANDARDS FOR INSTALLATION OF MANUFACTURED AND MODULAR HOMES AND TRANSPORTATION REQUIREMENTS

§912.21. Definitions

For the purposes of this Part, the following words have the following meanings:

- (1) "Extraordinary circumstances" means a federally declared disaster, a gubernatorially declared disaster or emergency, a pandemic, or an illness or emergency medical condition.
- (2) "Frame tie" or "tie down" means any device approved and used for the purpose of securing manufactured or modular homes to ground anchors in order to resist wind forces.
- (3) "Ground anchor" means any device approved and used for the purpose of securing manufactured or modular homes to the ground in order to resist wind forces.
- (4) "Ground level" means an anchor has been fully installed so the head is at the surface of the soil.
- (5) "Installation permit" means a permit issued by the commission to a licensed installer or the homeowner who shall certify that the home is in compliance with this Part.
- (6) "Installation permit sticker" means a sticker issued by the commission, along with an installation permit, which is to be affixed to the home to signify that the home is in compliance with this Part.
- (7) "Installer" means a person licensed by the commission to install a manufactured or modular home.
- (8) "Manufactured home" or "manufactured housing" means a factory-built, residential dwelling unit constructed to standards and codes, as promulgated by the United States Department of Housing and Urban Development (HUD), under the National Manufactured Home Construction and Safety Standards Act of 1974, 42 U.S.C. 5401 et seq., as amended. Notwithstanding any law to the contrary, the terms "manufactured home" and "manufactured housing" may be used interchangeably and apply only to structures bearing the permanently affixed seal of the United States Department of Housing and Urban Development.
- (9) "Mobile home" means a factory-built, residential dwelling unit built to voluntary standards prior to passage of the National Manufactured Housing Construction and Safety Standards Act of 1974.
- (10) "Modular home" and "modular housing" mean a factory-built, residential dwelling unit built to the International Residential Code as adopted by the Louisiana State Uniform Construction Code Council.
- (11) "Over-roof tie" means a certain device approved by the manufactured homes manufacturer and used for the purpose of securing the manufactured homes systems to ground anchors in order to resist wind forces. Ties may be installed only under roof material.
- (12) "Setup" or "installation" means the operations performed at the occupancy site which render manufactured and modular homes fit for habitation. Such operations include but are not limited to positioning, blocking, leveling, supporting, tying down, making minor adjustments and trim out, and assembling multiple or expandable units in the final construction process.
- (13) "Stabilizer device" means an approved device or method that is used to resist lateral movement of manufactured homes and anchors.
- (14) "Transporter" means an individual who transports a manufactured or modular home to the site of installation but does not perform any blocking or anchoring of the home, except a transporter is allowed to put blocks under the hitch on the tongue of the frame.

Acts 1997, No. 970, §1; Acts 2000, 1st Ex. Sess., No. 92, §1; Acts 2001, No. 718, §2; Acts 2008, No. 217, §1; Acts 2017, No. 221, §1; Acts 2021, No. 29, §2.

RS 51:912.22

§912.22. Installation standards for manufactured and modular homes

All manufactured and modular homes shall be installed to meet the following standards, unless otherwise specified in this Part:

(1) Installation standards for the setup of new manufactured homes shall be in compliance with the manufacturer's installation instructions. Installation for the setup of new or used modular homes shall be in compliance with the International Residential Code enforced by the local authority having jurisdiction.

(2) Installation standards for the setup of used manufactured homes shall be in compliance with the manufacturer's installation instructions, if available. In the absence of the manufacturer's installation instructions, used manufactured homes shall comply with the provisions of this Part.

(3) All anchors, piers, and tie-down components used in the installation of manufactured homes shall be tested and meet the minimum industry standards. Installation of such anchors and components shall be in accordance with the manufacturer's instructions.

(4) As to site preparation, the under-home grade, or ground, shall be cleaned of all vegetation and organic material, such as stumps, roots, etc., except grass not exceeding three inches in height. The area beneath and around the home shall be crowned, sloped or properly drained so that water will not flow or accumulate under the home. All grass and organic material shall be removed and the pier foundation placed on stable soil or compacted fill. When the soil compaction or soil-bearing capacity is not known, the local building authority in the locale may be consulted or a reading by the use of a pocket penetrometer may be obtained. The bottom of the footer or footers shall be placed on stable soil. The pier foundation shall be a minimum of three and one-half inches by sixteen inches by sixteen inches solid concrete pad or equivalent, precast or poured in place, or approved material by the regulatory agency. The regulatory agency, or its duly authorized representatives, shall cause products to be analyzed or tested to require that the pier foundation products have a deflection of not more than three-eighths inch under design load. Such testing may be conducted by an independent third party qualified and approved by the agency. Previous testing data submitted in other jurisdictions may be considered by the agency. Where the manufacturer's specifications have additional requirements other than the above, the more stringent shall apply. The landowner shall be responsible for proper site preparation in accordance with this Paragraph.

(5) All manufactured homes shall be anchored with an approved anchor system. All auger systems shall be installed to a minimum depth of thirty inches, or two and one-half feet, in undisturbed or compacted soil. Piers are to be installed off center of the anchors so as not to interfere with the proper alignment of the strapping. Anchors may be installed in predrilled holes, provided the anchor penetrates a minimum of two feet into undisturbed soil beyond the predrilled hole. When the anchor manufacturer's installation instructions permit, the hole is then backfilled with soil compacted in layers not exceeding six inches. For manufactured homes produced after July 13, 1994, the installer shall refer to the manufacturer's setup manual for the ultimate load requirements for anchors at the different tie points on the manufactured home. For used manufactured homes when the manufacturer's setup manual is not available, all anchor points at side walls, shear walls, end walls, centerline, and other points as identified by the manufacturer, shall be certified for an ultimate load of four thousand seven hundred twenty-five pounds. Anchors are required one at each end of shear walls; one on each end of each I-beam; one frame tie at each vertical tie point; one in each end of each marriage wall, centerline; and on each ridge beam support post.

(6) Frame tie ground anchors shall have approved stabilizing devices installed on the inside, in the direction of pull, with the top of the stabilizing plate driven flush with the soil unless otherwise specified by the manufacturer's guidelines.

(7) Piers or load-bearing supports or devices shall be installed and constructed to evenly distribute the loads. Steel piers with mechanical adjustments shall be securely attached to the frame of all manufactured homes. Manufactured load-bearing supports or devices shall be listed and approved for the use intended, or piers shall be constructed as outlined in this Part. Concrete products shall comply with the minimum dimensional and structural requirements for load-bearing. Solid and cell concrete blocks shall be to the standard specification for load-bearing concrete masonry units, ASTM C-90, 1993 Edition. Poured concrete shall be a minimum of FCL = 2500 PSI. All plastic products shall be conditioned at ASTM D 618-61,

reapproved 1990, standard practice for conditioning plastics and electrical insulating materials for testing. Plastics shall be tested to the ASTM D 790-92 standard test methods for flexural properties or unreinforced and reinforced plastics and electrical insulating materials, ASTM D 732-85 standard test method for shear strength or plastics by punch tool, and ASTM G 53-88 standard practice for operating light and water exposure apparatus for exposure of nonmetallic materials.

(8) In flood-prone areas, the foundation shall comply with the requirements set forth in the manual, *Manufactured Home Installation In Flood Hazard Areas*, published by the Federal Emergency Management Agency (FEMA).

(9) The marriage line on all multisectional homes shall be sealed with industry-approved materials at the ceiling line, the floor line, and the end walls to restrict any air infiltration into the home.

Acts 1997, No. 970, §1; Acts 2000, 1st Ex. Sess., No. 92, §1; Acts 2001, No. 500, §1; Acts 2001, No. 718, §2; Acts 2004, No. 419, §1, eff. July 1, 2004; Acts 2008, No. 217, §1; Acts 2010, No. 1018, §1; Acts 2017, No. 221, §1.

RS 51:912.23

§912.23. Foundations and piers

The following guidelines shall be used when the installation of foundations and piers is not specified in the manufacturer's instructions or when the manufacturer's installation instructions are not available:

(1) Piers:

(a) Piers shall be centered under the I-beam and installed as provided by rules promulgated by the commission. The first pier shall be within two feet of either end of the home. The pier foundation shall be a minimum of three and one-half inches by sixteen inches by sixteen inches solid concrete pad precast or poured in place, or other pad meeting the 2,500 PSI rating, or other approved material.

(b) Piers may be constructed of regular eight inches by eight inches by sixteen inches concrete blocks, open cells, solid (minimum eight inches by ten inches top), centered on the footing or foundation. A one inch or two inch by eight inch by sixteen inch treated or hardwood plate, or other approved material shall completely cover the top of the pier with shims, one-fourth inch minimum and one and one-half inch maximum, centered and driven tight from both sides of the I-beam between the wood plate or cap and the main frame. Single-tiered block piers shall be installed perpendicular to the main I-beam. However, when a pier has been capped with at least a four inch (three and one-half inch) solid concrete block or other approved material, one-fourth inch of wood stock or wood shims shall be installed between the pier and steel I-beam.

(c) Center line piers shall be located at each end of center line and shall be located on each end of the opening within six inches of jamb studs or ridge beam posts where openings four feet wide or greater occur. Any openings four feet or larger in the exterior sidewall or marriage wall shall require blocking at each end of the opening with four inch by sixteen inch by sixteen inch pads. Piers shall also be installed on each side of any perimeter door or fireplace. Bay windows or any opening forty-eight inches or more shall require blocking at each end. Fourteen feet or wider units with an I-beam spread of less than eighty-two inches and twelve feet wide units with an I-beam spread of less than seventy-five and one-half inches shall have perimeter blocking installed at a minimum of eight foot on center. Piers shall not be required under the clear, open, spans between ridge beam posts.

(d) All piers over thirty-six inches and corners over twenty-four inches in height shall be double tiered with blocks interlocked and capped with two four inch by eight inch by sixteen inch solid concrete blocks side by side and perpendicular to the I-beam, or other approved material and cushioned with wood shims or treated plate. Pier height is measured from the top of the footer or foundation to the top of the cement block stack, including four inch cap blocks.

(e) All piers over fifty-two inches shall be designed by an architect or engineer.

(f) Metal or precast support piers shall be installed on a base or footer of a minimum size of four inch by eight inch by sixteen inch solid concrete or other approved material. (g) Metal or precast support piers shall be restricted to a maximum two inch locking mechanical height adjustment and shall be restricted to a maximum height of not more than twenty-four inches measured from the ground base or footer. This twenty-four inch maximum shall not include the two inch mechanical extension or adjustment. However, center line or perimeter supports are permitted to exceed the twenty-four inch maximum.

(h) The minimum distance between the finished grade under the manufactured home and the bottom of the I-beam shall be twelve inches.

(2) Foundations:

(a) Concrete, precast, sand and gravel pads or foundations shall be a minimum of two thousand five hundred pounds per square inch (PSI).

(b) Plastic pads or foundations shall be tested in the lower fifty percent of each soil class. (1,000-1,500 PSF soil type).

Acts 1997, No. 970, §1; Acts 2001, No. 718, §2; Acts 2008, No. 217, §1; Acts 2023, No. 349, §1.

RS 51:912.24

§912.24. Installation standards for anchors and tie-downs

The following specifications are standards set for used manufactured homes when manufacturer's installation instructions and specifications are not available:

(1) Anchors:

(a) All auger anchors shall be a minimum of thirty inches in height.

(b) All anchors shall be tested to an ultimate load of four thousand seven hundred twenty-five pounds.

(2) Frame ties:

(a) Used units where the manufacturer's specifications are not available shall be anchored every ten feet in Zone I, eight feet in Zone II, and six feet in Zone III, with anchors placed within two feet of each end.

(b) Frame ties shall make at least one complete wrap around the chassis or frame and shall be looped from the top of the I-beam to the anchor. However, some frame tie straps may have to extend from the bottom of the I-beam or the I-beam on the opposite side to assure the proper angle due to the height of the home.

(c) Each frame tie shall be installed to the component manufacturer's instructions.

(d) All frame ties shall be secured to one of the main steel I-beams that run the length of the home.

(3) Marriage wall or centerline ridge beam column ties, shear wall ties, and frames ties:

(a) Multiple section homes are to be secured at the centerline with straps or cables to the specifications in the manufacturer's manual or at the locations designated on the home.

(b) Used multiple section homes shall have anchors installed at all factory-installed anchor strap connections, including ridge beam column straps, shear wall straps or attachments, or other locations designated by the manufacturer.

(4) Multiple section homes shall be mechanically fastened every twenty-four inches at the bottom, end walls, and roof. A minimum thirty-gauge, eight-inch-wide, galvanized strip shall be centered over the peak and fastened with galvanized roofing nails at two inches on center at both sides of center line.

Acts 1997, No. 970, §1; Acts 2000, 1st Ex. Sess., No. 92, §1; Acts 2001, No. 718, §2; Acts 2003, No. 661, §1; Acts 2008, No. 217, §1.

RS 51:912.25

§912.25. Installation standards for used manufactured homes in hurricane zones

When the manufacturer's printed setup requirements are not available for the applicable wind zone, the following guidelines are to be used:

(1) All anchors shall be listed for four thousand seven hundred twenty-five pounds ultimate load.

(2) Longitudinal ties only are required at each end of each unit. The minimum number of ties at a minimum angle of forty-five degrees from vertical is three each for Zone II and four each for Zone III.

(3) All designated tie points on the perimeter side walls shall be equipped with vertical and diagonal ties with stabilizer devices. When tie points are not designated on the side walls, diagonal ties with stabilizer devices shall be spaced a maximum of ten feet for Zone I, eight feet for Zone II, and six feet six inches for Zone III.

(4) Anchors and support piers shall be installed at the center line of each opening over five feet. Support piers shall be installed on each end of the marriage wall and at other locations that may be identified on the marriage wall.

(5) Shear wall interior partition wall which attaches to the side wall and is thirty-six inches or longer shall have vertical ties and support piers installed at each end.

(6) All foundations and piers shall comply with the requirements of this Part.

(7) Multiple section homes shall be mechanically fastened every twenty-four inches at the bottom, end walls, and roof.

(8) A minimum thirty gauge, eight inch wide, galvanized strip shall be centered over the peak and fastened with galvanized roofing nails at two inches on center at both sides of center line.

Acts 1997, No. 970, §1; Acts 2000, 1st Ex. Sess., No. 92, §1; Acts 2001, No. 718, §2; Acts 2007, No. 441, §1; Acts 2008, No. 217, §1; Acts 2017, No. 221, §1.

RS 51:912.26

§912.26. Local installation standards preempted

The manufactured and modular home installation standards provided for in this Part shall preempt all local installation standards.

Acts 1997, No. 970, §1; Acts 2001, No. 718, §2; Acts 2017, No. 221, §1.

RS 51:912.27

§912.27. Licensure of installers and transporters; adoption of rules; compliance with installation instructions; disposition of fees

A.(1) The commission shall, by rule adopted in accordance with the Administrative Procedure Act, provide for the licensure of installers and transporters of manufactured and modular homes and the implementation and collection of an annual license fee and an installation permit sticker fee. The installer's and transporter's license fee shall be one hundred twenty-five dollars per license, and the installation permit sticker fee shall be twenty dollars. Further, a licensed installer shall be allowed to perform the functions of a transporter without having to obtain that license.

(2) After January 1, 2004, prior to receiving an original license, installers shall attend a certification course offered by the commission or a commission-approved provider and pass an accompanying test. The fee for any course offered by the commission shall be set by rule and shall not exceed one hundred dollars.

(3) Installers shall be required to attend one continuing education course per year. The individual required to attend the continuing education course is the individual license holder. For corporations, an officer of the corporation shall attend the course. For partnerships, a partner shall attend the course. The commission shall set the educational requirements and approve educational course providers and the course materials for all continuing education classes. The commission shall have the authority to suspend these continuing education requirements, for one or more licenses, if the commission, in its discretion, determines such action is warranted due to extraordinary circumstances.

B. It shall be unlawful for any person, other than the homeowner or a licensed installer, to perform an installation of a manufactured or modular home, whether or not such person receives compensation for such action. For the purposes of this Subsection, community owners or park operators of manufactured or modular homes shall not be considered homeowners if the home in question is or will be leased at any time.

C. Any installer or homeowner installing a manufactured or modular home in this state shall first obtain an installation permit sticker from the commission which shall be affixed to the side of the home at the point where electrical power is connected to the home. All installation permit stickers shall be affixed within ten days of delivery of the manufactured or modular home, unless extenuating circumstances are shown.

D. Any installation of a manufactured or modular home in this state shall be performed in strict compliance with this Part.

E. All fees collected pursuant to Subsection A of this Section or fines collected pursuant to this Part shall be used exclusively for the maintenance and operation of the commission.

Acts 1997, No. 970, §1; Acts 2000, 1st Ex. Sess., No. 92, §1; Acts 2001, No. 718, §2; Acts 2003, No. 661, §1; Acts 2007, No. 441, §1; Acts 2008, No. 217, §1; Acts 2017, No. 221, §1; Acts 2021, No. 29, §2.

RS 51:912.29

§912.29. Administration and enforcement; powers of commission

The commission may adopt, pursuant to the Administrative Procedure Act, such rules and regulations as are necessary for the administration and enforcement of this Part.

Acts 2000, 1st Ex. Sess., No. 92, §1; Acts 2001, No. 718, §2.

RS 51:912.30

§912.30. Mobile homes not covered

The provisions of this Part do not apply to the installation and setup of mobile homes in Louisiana.

Acts 2001, No. 718, §2.