

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS**

1800 Third Street, Suite 260, P.O. Box 1407
Sacramento, CA 95812-1407
From TDD Phones 1 (800) 735-2929
(916) 445-9471 FAX (916) 327-4712
www.hcd.ca.gov

REVIEWED

By Khosrow Fallah at 3:34 pm, Jan 24, 2022

**THESE ATTACHMENTS ARE PART
OF THE APPROVED PLANS.***** DO NOT REMOVE THEM ***

01/24/2022

**PERMIT AND RESOURCE
MANAGEMENT DEPARTMENT
BUILDING PLAN CHECK****PERMIT #** BLD21-3747 / 1 OF 2**August 24, 2006****INFORMATION BULLETIN 2006-02 (MH, MP)**

TO: City and County Building Officials
Local Enforcement Agencies – Mobilehome and Special Occupancy
Parks
Manufactured Home Manufacturers
Manufactured Home Dealers
Division Staff

**SUBJECT: MANDATORY ACCEPTANCE OF U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT (HUD) APPROVED MANUFACTURED
HOME INSTALLATION MANUALS**

This Information Bulletin reemphasizes the mandatory effect of preemptive federal provisions applicable to manufactured home installation manuals submitted to city or county building departments, local enforcement agencies or the California Department of Housing and Community Development (HCD) for the purpose of obtaining permits to install manufactured homes.

Title 24, Code of Federal Regulations (CFR), Part 3282, Manufactured Home Procedural and Enforcement Regulations, allows manufactured home manufacturers to select any HUD-approved Design Approval Primary Inspection Agency (DAPIA) to evaluate and approve their designs, specifications and procedures. This process includes installation manuals for the installation, assembly and connection of manufactured homes at their locations of installation. The DAPIA reviews installation manuals and approves them when the installation manuals are determined to be in compliance with the applicable federal requirements. It is a violation of federal law for a State, political subdivision of a state, or local jurisdiction to establish or to continue in effect any standard or requirement that affects the uniformity and comprehensiveness of the standards or federal oversight of the manufactured home industry.

The preemptive federal regulations explicitly exempt manufacturers from having to obtain approval for installation manuals from local or state entities. This includes prohibiting directives from local or state entities to a manufacturer, dealer, contractor, or homeowner requiring them to obtain approval through a professional architect or engineer registered in this state for the installation manual or instructions. An exception to this requirement is provided in Section 18551 of the California Health and Safety

Code, Division 13, Part 2.1, Mobilehome Parks Act applicable to foundation system installations. This section allows, in the absence of the DAPIA-approved installation manual (instructions), a California licensed architect or engineer to sign plans and specifications covering the installation of the manufactured home.

Local governments also may not require that installation manuals submitted to city or county building departments, local enforcement agencies or HCD bear the original or “wet stamp” of the DAPIA. The preemptive federal regulations do not require the manufacturer’s DAPIA to stamp each page of the installation manual, nor place the approval stamp on the front or index page of the manual. Installation manuals are not required to bear the stamp of a California licensed professional engineer or architect.

It is the policy of HCD to accept DAPIA-approved installation manuals in their original condition, each page bound together to form a complete unaltered manual with a DAPIA approval stamp appearing on at least one of the manual’s pages.

If the installation manual submitted for review is in loose-leaf or photocopied form, each page of the manual must be stamped by the DAPIA indicating approval of the designs on that page, or an original DAPIA-approved bound manual may be submitted in its place. Any supplemental details or instructions submitted or later purported to be part of the installation manual, and which are not a part of the bound DAPIA-approved original must have each page stamped by the DAPIA and shall be cross-referenced to the manufactured home.

Please direct questions concerning this Information Bulletin to Kevin Cimini, Manufactured Housing Program Manager, or to Dennis Mapalo, District Representative II, Manufactured Housing Program at (916) 445-3338 or by e-mail to kcimini@hcd.ca.gov or dmapalo@hcd.ca.gov .

Kim Strange
Deputy Director