

**Used Mobile Home Minimum Standards  
Pre-Inspection Report**

Highlands County requires that previously titled mobile homes meet minimum standards before a set up permit is issued. You may request a pre-inspection to determine if a unit meets these standards, and if not, what repairs and permits are required by completing this form, submitting it to the Building Division and paying a \$54.00 fee.

***Skirting must be removed for pre-inspection***

Make/Model: \_\_\_\_\_ Type of Unit: \_\_\_\_\_  
Date of Inspection: \_\_\_\_\_ Inspector: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_  
CONTACT NUMBER: \_\_\_\_\_

CURRENT LOCATION OF UNIT: \_\_\_\_\_  
DIRECTIONS: \_\_\_\_\_  
\_\_\_\_\_

Status:  if in compliance,  if not

**Fire Safety:**

- \_\_\_ 1. Approved, listed smoke detector(s) shall be properly located and installed, according to manufacturer's instructions, outside each sleeping area.
- \_\_\_ 2. All homes manufactured after 1975 shall have an operable egress window or exterior door located in each sleeping area with a minimum opening dimension of 22 inches.

**Construction:**

- \_\_\_ 1. All floor, wall and roof systems shall be structurally sound, properly secured, free of holes and intact.
- \_\_\_ 2. Exterior doors, including sliding glass, shall be in good working order and have operable locks. All missing or broken glass shall be replaced.
- \_\_\_ 3. All windows and their operators shall be in good working condition. Missing or broken glass shall be replaced and screens shall be provided.
- \_\_\_ 4. All interior and exterior finish shall be in good condition and properly secured in place.

- \_\_\_ 5. Bottomboard shall be rodent proofed throughout and sealed. Material used for repairs shall be at least equivalent to the original.
- \_\_\_ 6. Insulation shall be in good condition and missing insulation shall be replaced.
- \_\_\_ 7. Where damage due to active water leaks is apparent, repairs shall be made.
- \_\_\_ 8. Over-the-roof tie downs shall be free of damage.
- \_\_\_ 9. Data plate shall indicate compliance with Wind Zone II and Climatic Zone I requirements.

**Electrical:**

- \_\_\_ 1. The electrical system shall be complete and any hazardous conditions shall be corrected.
- \_\_\_ 2. Electric panel shall be properly installed, complete with required breakers or fuses and unused openings properly covered.
- \_\_\_ 3. All connections shall be tight and panels shall be accessible.
- \_\_\_ 4. All electrical fixtures shall be properly installed, wired and supported.
- \_\_\_ 5. Aluminum conductors shall be connected to approved, listed devices.
- \_\_\_ 6. Grounding conductors shall be properly secured to the correct location and/or connector on fixtures or devices.
- \_\_\_ 7. Grounding conductors shall be connected to approved, listed devices.

**Plumbing:**

- \_\_\_ 1. The plumbing system shall include a bathroom which provides privacy and includes a bathtub and/or shower, a toilet and a sink.
- \_\_\_ 2. The plumbing system shall include a kitchen sink and approved, operating hot water heater.
- \_\_\_ 3. All plumbing fixtures shall be securely attached, and in workable condition.
- \_\_\_ 4. All plumbing fixtures shall be properly vented and provided with approved, workable traps.
- \_\_\_ 5. The hot water heater shall have a relief valve with sufficient room to operate and a minimum  $\frac{3}{4}$  inch discharge extended beneath the home.
- \_\_\_ 6. Drainage piping shall be complete, properly supported and not constitute a hazard.

\_\_\_ 7. Water supply piping shall not be bent or kinked so as to retard flow and all fixtures shall be connected.

**HVAC:**

\_\_\_ 1. All heating/cooling devices shall be properly installed and secured in place.

\_\_\_ 2. If the heating system has been removed, dropouts shall be installed for connection of an exterior system.

\_\_\_ 3. Homes with central heating/cooling shall have an operable thermostat.

\_\_\_ 4. Air registers shall be operable.

\_\_\_ 5. Ducts shall be in place, sealed and in good condition.

\_\_\_ 6. Required gas furnace or water heater vents shall be properly installed and secured to the appliance.

\_\_\_ 7. Proper return air to heating and air conditioning units shall be provided.

\_\_\_ 8. Range hoods and bathroom exhaust fans shall be in good working condition.

\_\_\_ 9. All gas appliances shall be connected with an approved shut off valve in homes manufactured after May 1975.

**Required Repairs**

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Check if permits required:      Building \_\_\_\_\_      Plumbing \_\_\_\_\_  
   Electrical \_\_\_\_\_      Mechanical \_\_\_\_\_

**Check if unit should be evaluated for demolition\* \_\_\_\_\_ and attach photographs.**

\*Cost of repairs equal to or greater than value of unit.