



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Planning & Building Division

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328.2020
FAX (775) 328.6132

Mobile and Manufactured Homes Required Submittals

Please read the following requirements pertaining to a mobile or manufactured installation or replacement.
[*For Modular homes please see "Residential One and Two Family Dwelling" handout](#)

Definitions:

NRS 489.120 "Mobile home" means a structure which is:

- Built on a permanent chassis;
- Designed to be used with or without a permanent foundation as a dwelling when connected to utilities; and
- Transportable in one or more sections.
- Mobile Homes use tie downs to anchor them to the ground. Typically set temporarily on cement blocks or concrete pads.

NRS 489.113 "Manufactured home" means a structure which is:

- Built on a permanent chassis;
- Designed to be used with or without a permanent foundation as a dwelling when connected to utilities;
- Transportable in one or more sections; and
- Eight feet or more in body width or 40 feet or more in body length when transported, or, when erected on-site, contains 320 square feet or more. Typically come in single wide, double wide or triple wide.
- Manufactured Homes have permanent foundations such as poured basement or a concrete slab.

General Requirements:

- A permit is required when:
 1. An existing mobile or manufactured home is replaced or
 2. An existing vacant lot is being constructed with a new mobile or manufactured home.
 3. Contact Planning (328-6100) to verify whether a parking structure will be required.
 4. If placing home on a vacant undeveloped lot, an additional permit will be created to develop.
 5. Foundation information is required at submittal. Typical soft set placements and 8 Point foundations do not require engineering calculations. Any other design will require engineering calculations and a separate permit will be created.
- 6. **The number of water fixtures is required on the MH Application**

Prerequisite:

- **Architectural/Construction Committees (NRS 278.563):** If the project is located in an area that has an architectural/construction committee that is registered with Washoe County and the Nevada State Department of Business and Industry, then the architectural/construction committee approval is required prior to submitting plans to the building department and written approval must be provided upon submittal to the Washoe County Building Division.



INTEGRITY



EFFECTIVE
COMMUNICATION



QUALITY
PUBLIC SERVICE



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Planning & Building Division

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328.2020
FAX (775) 328.6132

Number and Size of Plan Sets:

- All design plans must be stamped and signed by a Nevada licensed/registered design professional.
- Provide two (2) complete sets of plans, plus four (4) sets of architectural & site plans. Two (2) additional site plans must be provided, if lot has a septic system- For additional septic information, see requirements below.
- Provide two (2) stamped and signed engineering calculations for the project, if applicable.
- All drawings shall be bound with minimum paper size of 8 1/2" x 11". If on septic, minimum paper size is 18"x24".
- Plans and details must be legible, drawn to scale, and fully dimensioned.

Site Plan Requirements:

The following information must be shown on either the title/cover sheet or on the site plan:

- Owner name and contact information
- Project address and Assessor parcel number (APN)
- Vicinity map, north arrow, date and scale (preferred 1" = 40'-0").
- Show all property lines with distances, dimensions to all structures, and total parcel area.
- See Engineering Division Minimum Permit Submittal Requirements.

Additional Site Plan Requirements for Septic Systems (Washoe County Health District):

The items below are required to be submitted with septic system construction permit applications as per the Washoe County District Board of Health Regulations governing Sewage, Wastewater, and Sanitation (S.W.S.). If you have any questions regarding these requirements, or for information on well applications, please contact Environmental Health Services at (775) 328-2434. Septic Design must be prepared by a NV Licensed Engineer in accordance with NRS 445A.

- Diagram to scale the location of all proposed or existing on-site sewage disposal system components, including location, length, depth, and width of disposal trenches, location and size of septic tank and a delineated area for future replacement of disposal trench(es) (repair field). Distances to any part of the septic system shall be shown to the closest property line, and the location, thereof, shall also be established relative to the building it serves.
- Diagram to scale all areas subject to vehicular traffic and material storage.
- Show the location of all on-site well(s) with dimensions to the nearest two property lines and to all components of septic systems on site.
- Diagram and locate to the nearest property lines any percolation hole or test trench(s) on the property.
- Diagram the distance to any available sewer system within 400 feet of property line. (If none, so indicate).
- Indicate the number of bedrooms in the proposed residence footprint.
- Show existing and proposed ground slope of the on-site sewage disposal system area at contour intervals of not more than two feet.
- Diagram the location of the water supply line.
- Locate and diagram all septic systems and private wells within 100 feet of the site property line. (If none, so indicate.) Show any public well within 200 feet of site property line. (If none, so indicate.)
- Provide Percolation test results and report by a NV licensed Engineer per NRS 445A.



INTEGRITY



EFFECTIVE
COMMUNICATION



QUALITY
PUBLIC SERVICE



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Planning & Building Division

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328.2020
FAX (775) 328.6132

PLAN SUBMITTAL REQUIREMENTS

1. Drafting of Plans:

- All design documents must be stamped and signed by a licensed/registered design professional.
- Plans drawn by persons not licensed/registered by the Nevada State Board of Architecture, Interior Designer and Residential Designers (NSBAIDRD) or the Nevada State Board of Registered Professional Engineers & Land Surveyors cannot be accepted.

Exceptions:

1. An owner-builder may prepare plans for his own residence. This does not exempt the owner-builder from any engineering requirements set forth in the building code or other Washoe County's adopted codes and ordinances.
2. Licensed contractors may provide plans under the provisions of NRS 623 for work limited to their license and covering the scope of their construction activity.

2. Engineering Requirements:

Structural engineering is required if:

- The ground snow load is more than 70 Pg- See snow load table below.
- The awning projects more than 12'-0" from the building.
- The deck projects more than 12'-0" from the building.
- The deck is more than 10'-0" high.
- The structure is not constructed with wood.
- Provide two (2) stamped and signed structural engineering calculations for the project.
- All engineering requirements must be shown in compliance with the Engineering Division Minimum Permit Submittal Requirements.
- The project engineer or architect of record shall wet stamp and sign all plan sheets prepared by them/under their supervision

3. Fire District Requirements:

- Check your project location to see which Fire District you are in: <https://gis.washoecounty.us/wrms>
- For the TMFPD (Truckee Meadows Fire Protection District) <https://www.washoecounty.us/tmfpd/>
- For the NLTFPD (North Lake Tahoe Fire Protection District) <https://www.nltfpd.net/>
- For construction requirements mandated by fire hazard area designations see the International **Wildland Urban Interface Code (IWUI) Guide: Building Construction Requirements use the 2018 Edition of the IWUI**

Special Wind Region - Basic Wind Speed, Exposure & Risk Category Requirements:

- Washoe County is in a Special Wind Region.
- Minimum basic wind speed within Washoe County is 120 MPH (Vult), Exposure C, and Risk Category II.

Seismic Design - IBC Chapter 16, Section 1613 Requirements:

- The seismic design for structures within Washoe County shall be based on the response parameters and equations of Chapter 16. Use Category 'D2' for single family residential structures.

SEE NEXT PAGE FOR TABLE



INTEGRITY



EFFECTIVE
COMMUNICATION



QUALITY
PUBLIC SERVICE



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Planning & Building Division

1001 EAST 9TH STREET
 RENO, NEVADA 89512
 PHONE (775) 328.2020
 FAX (775) 328.6132

Table 1608.2.1 – Ground Snow Loads Pg, for Northern Nevada Locations

Elevation In Feet	WEST of U.S. Hwy 395 Sierra slope Carson, Douglas, Washoe, Reno Pg (Pounds Per Square Foot)	EAST of U.S. Hwy 395 Carson, Douglas, Washoe Counties, Reno & Sparks Pg (Pounds Per Square foot)	Lyon County Pg (Pounds Per Square foot)	Storey County Pg (Pounds Per Square foot)	All Nevada Counties Lake Tahoe Basin Pg (Pounds Per Square foot)
4500	30	30	10	10	
5000	30	30	30	10	
5100	41	31	31	10	
5200	52	33	33	10	
5300	64	34	34	10	
5400	75	35	35	10	
5500	86	37	37	50	
6000	142	43	43	70	220
6500	171	43	43	90	235
7000	200	57	57	90	250
7500	215	57	57	90	265
8000	229	86	86	90	280
8500	243	86	86	90	295
9000	271	114	114	114	330
9500	300	142	142	142	390
10000	357	142	142	142	420

1. Drift load design in the 30-psf zones may utilize ASCE 7-10 Table C7-1 ground snow values.
2. The final roof design loads shall not be less than 20 psf after all reductions are factored, except for Lyon County.
3. Intermediate values may be interpolated by proportion.

Demolition Permits:

Modular Homes require a Washoe County Building Division Demolition Permit prior to any demolition work.

Mobile or Manufactured homes do not require a Washoe County Building Division Demolition Permit. The Health Department and/or Manufactured Housing Division may have requirements or processes. Please contact these agencies to ensure you comply with all legal requirements:

[Washoe County Health District](#)

1001 East Ninth Street
 Reno, NV 89512-2845
 (775) 784-7200

Department of Business and Industry **Manufactured Housing Division**

1830 E. College Parkway, Suite 120, Carson City, NV 89706
 Phone (775) 684-2940



INTEGRITY



EFFECTIVE COMMUNICATION



QUALITY PUBLIC SERVICE



Fax (775) 684-2949

WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Planning & Building Division

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328.2020
FAX (775) 328.6132



INTEGRITY



**EFFECTIVE
COMMUNICATION**



**QUALITY
PUBLIC SERVICE**