



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

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

Planning & Building Division

Mobile and Manufactured Homes Required Submittals

All Building Permit submittals to Washoe County will be Electronic and submitted online only (www.onenv.us)

*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**
- 7. All Plan sheets, calculations and specifications submitted for review must be drawn by a NV licensed design professional, contractor, or owner-builder (with affidavit). Contractors of each trade specialty need to sign and assume design responsibility within the scope of their license for drawings they prepare. Where more than one sheet is submitted, pages must be numbered, titled and each page should be identified on the front cover sheet under *Sheet Index* or similar list.

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.



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- **Plan Set** electronically stamped, signed and dated by design professional(s) (DP) including date of license expiration per NRS requirements. Plans designed by a contractor must have signature, license number, class, and limit. Needed for routing to: Planning, Engineering, Building, Fire (if in High or Extreme WUI Zones), GID's (Sun valley or Incline Village) and WC Health District (if on septic).

Plan Set Requirements:

- **Cover Sheet:** Climatic and geographic design criteria established by Northern Nevada Amendments (see Building website under *Design Criteria*), table of contents/list of drawing sheets, code analysis and applicable codes used for design, vicinity map and project information (address, APN, scope of work)
- **Site Plan:** Property lines, public and private ways, easements, setbacks, all existing and proposed structures, area of work, utilities, service roads, drainage, 2-0" max. contours and grading info (see Engineering Minimum Permit Submittal Requirements- located 30T <https://www.washoecounty.us/building30T>) and GIS info (for elevation levels, infrastructure, zoning and engineering features) available at: www. 30T <https://gis.washoecounty.us/wrms30T>

Minimum graphic requirements:

- Existing topography on sites with slopes greater than 10% and proposed grading with contour intervals of not more than two feet.
- Location of any watercourse and/or natural drainage channel, bodies of water and 100-year floodplains within 100 feet of subject property.
- Access slopes- must be less than 14% slope.
- Driveway width and length.
- Type and location of any slope stabilization and/or retaining walls including heights and finished grades. Grades and drainage details.
- Surface drainage diverted to a storm sewer conveyance or other approved point of collection. Lots graded to drain surface water away from foundation walls for a min. of 6 inches within the first 10 feet (5% slope).
- Impervious surfaces within 10 feet of the building foundation sloped a minimum of 2 percent away from the building.
- Grading information must include amount of disturbed area and cubic yards of excavation and fill.
- Location of mechanical equipment, if ground mounted; Shown on Elevations if roof mounted.
- All fire hydrants within 200' of the property.

Exceptions:

- Where lots lines, walls, slopes or other physical barriers prohibit 6 inches of fall within 10 feet, drains or swales shall be constructed to ensure drainage away from the structure.

Additional Site Plan Requirements, if on Septic.(Washoe County Health District):

Important:

The items below are required to be submitted with well or 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



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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.

A construction permit for a new on-site sewage disposal system shall only be issued in conjunction with a building permit application for the building it serves. A building permit application is not required to obtain a construction permit to repair an existing on-site sewage disposal system.

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.

1. Engineering Minimum grading Requirements:

- Existing topography on sites with slopes greater than 10% and proposed grading with contour intervals of not more than two feet.
- Location of any watercourse and/or natural drainage channel, bodies of water and 100-year floodplains within 100 feet of subject property.
- Access slopes- must be less than 14% slope.
- Driveway width and length.
- Type and location of any slope stabilization and/or retaining walls including heights and finished grades. Grades and drainage details.
- Surface drainage diverted to a storm sewer conveyance or other approved point of collection. Lots graded to drain surface water away from foundation walls for a min. of 6 inches within the first 10 feet (5% slope).
- Impervious surfaces within 10 feet of the building foundation sloped a minimum of 2 percent away from the building.



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- Grading information must include amount of disturbed area and cubic yards of excavation and fill.
- Location of mechanical equipment, if ground mounted; Shown on Elevations if roof mounted.
- All fire hydrants within 200' of the property.

Exceptions:

- Where lots lines, walls, slopes or other physical barriers prohibit 6 inches of fall within 10 feet, drains or swales shall be constructed to ensure drainage away from the structure.

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

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



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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.



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