



The New York Housing Association in partnership with the New York Department of State presents this

NYS Manufactured Housing Certification Webinar Training



Presenter: Joel Harper
Owner
MHC Consultants



Audio: Use your microphone and speakers or have Webex call your telephone.



Manufactured Homes Article 21-b Introductory Course

A Division of New York Department of State

Trainer:

Mr. Joel Harper
MHC Consultants, LLC

**KEEP
CALM
AND
MUTE YOUR
PHONES**

A Division of New York Department of State



Course Attendance Issues

The Division of Building Standards and Codes cannot give course attendees credit for a course without the meeting the required milestones:

Arriving more than 15 minutes after training start time,
leaving before the training end time,
missing more than 15 minutes of training time(out of room, ie:phone call),
or failing to successfully complete a required quiz, if applicable.

**This course is
content heavy.**

- Manufactured Home
- Mobile Home
- Factory Manufactured Home
- Park Model Home
- Trailer

It's only a name, right?

- Manufactured Home
- Mobile Home
- Factory Manufactured Home
- Park Model Home
- Trailer

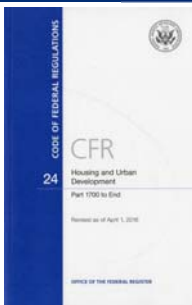
Its only a name, right?

WRONG

What is a *Manufactured Home*?

- A structure designed as a dwelling
 - Transportable in one or more sections
 - 8 feet wide (or more) or
 - 40 feet long (or more) in the traveling mode
 - 320 square feet or larger
 - Built on a permanent chassis
 - With or without a permanent foundation
 - Pre-installed plumbing, heating, hvac
 - Built after June 15, 1976
- And...

Bearing a seal signifying conformance to the design and construction requirements of the Department of Housing and Urban Development, Manufactured Home Construction and Safety Standards, 24 CFR Part 3280 (HUD Code)





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“A manufactured home is not a motor home or trailer, and although it is often called a “mobile home,” it is not that either.”*

What is a Mobile Home?

- A structure designed as a dwelling
 - Transportable in one or more sections
 - Built on a permanent chassis
 - With or without a permanent foundation
 - Pre-installed plumbing, heating, hvac
 - Built before June 15, 1976
- And...

May or may not contain a label certifying compliance with NFPA, ANSI or a specific state standard.

For the purpose of these provisions, a mobile home shall be considered a manufactured home.

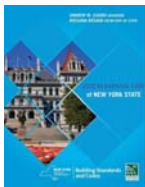


What is a *Factory Manufactured Home*?

- AKA: Modular Home
- A structure designed as a dwelling
- Transportable in sections
- Intended for permanent foundation
- Constructed in a manufacturing facility
- Frame on modular

And...

- **Bearing a NYS Insignia of Approval signifying conformance to design and construction requirements of the NYS Uniform Fire Prevention and Building Code**





What is a Park Model Home?

- A structure designed as a **temporary** dwelling
Seasonal Use
- Transportable by LD truck
- Built on a single chassis
- 400 Sq. Ft. or less

And...



What is a Park Model Home?

- A structure designed as a **temporary** dwelling
Seasonal Use
- Transportable by LD truck
- Built on a single chassis
- 400 Sq. Ft. or less

And...

May or may not contain a label certifying compliance with ANSI A119.5 "Recreational Vehicle" standard.







What is a Trailer?





Federal Legislation - MH Improvement Act 2000

Signed by President William Clinton 12/27/2000
Amended Manufactured Housing Construction and Safety Standards Act 1974

Appoint Manufactured Housing Consensus Committee (MHCC)

- Equivalent of NYS Codes Council
- Tim King, 2010-2012

Amended Manufactured Housing Construction and Safety Standards Act 1974

- Appoint MHCC

Modernized Construction Requirements

- Including creation of a model MH installation standard

Amended Manufactured Housing Construction and Safety Standards Act 1974

- Appoint MHCC
- Modernized Construction Requirements

Creating new mandates including

- MH Installation Program
- Dispute Resolution Program

Installation program shall include

- An installation standard
- Training and licensing of installers
- Inspection program of homes

Installation program shall include

Dispute program shall include

- Avenue to resolve disputes between Man/Ret/Inst
- Correction or repair of defects in MH
- Timeframe to file compliant (1yr from Installation)
- Notification to consumer

Installation program shall include

Dispute program shall include

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Each state must adopt legislation establishing respective program by December 27, 2005

State Legislation – NY Manufactured Housing Advancement Act 2005

Signed by Governor George Pataki 10/11/2005
Implement provisions of Federal MHIA 2000

Article 21-B of Executive Law of NY “Manufactured Homes”

Article 21-B of Executive Law of NY

Established requirements for:

- Certifications
- Warranty Seals & Quarterly Reporting
- Dispute Resolution
- Training & Continuing Education
- NYS DOS Responsibilities

§602 Certification

On and after July 1, 2006, no person or business entity shall...
Manufacture, Sell, Install or Service unless

§602 Certification

*On and after July 1, 2006, no person or business entity shall...
Manufacture, Sell, Install or Service unless*

- The person or business is certified **and**

§602 Certification

*On and after July 1, 2006, no person or business entity shall...
Manufacture, Sell, Install or Service unless*

- The person or business is certified **and**
- At least 1 certified person is on-site

Certification Types

Manufacturer: Any person or business entity engaged in manufacturing or producing manufactured homes

Manufacturer

Installer: Any person or business entity, including, but not limited to, a retailer or mechanic, who installs or sets up a manufactured home for a buyer

Manufacturer

Installer

Retailer: Any person or business entity engaged in the Retail selling or offering for sale, brokering or distribution of manufactured homes

Manufacturer

Installer

Retailer

Mechanic: Any person or business entity engaged in the business of performing **service** on manufactured housing

Service: The modification, alteration or repair of the structural systems of a manufactured home

§604 Powers of the Department

- Establish program Rules & Regulations
 - **19 NYCRR Part 1210**
- Issue/Deny Certifications
- Receive complaints, conduct investigations
- Maintain an On-line Registry
 - List certified parties
 - Record of violations & fines
- State Administrative Agency

§609 State Administrative Agency Requirements

- Carry out the state plan and enforce the National Manufactured Housing Construction and Safety Standards Act
- Manufacturers and Retailers subject to Federal requirements
- Authorized to enter at reasonable times... Any factory, warehouse, establishment where manufactured housing is stored/held for sale

As a condition of receiving and retaining any certification...the certified party agrees to submit to the jurisdiction copies of record, reports or certifications in connection with any disputes or resolution of disputes.

To accept service of any notice, complaint, or other paper provided by the DOS

To be bound by any consent order, decision, or final decision and order made by

Violations of this article or NYSUFPC are subject to fines up to \$1,100 per violation

MAX. \$1,100,000 for multiple violations within 1 year of the first violation.

Definition: Installation

- Affixation of a manufactured home to a foundation or supports at a building site

Definition: Installation

- Affixation of a manufactured home to a foundation or supports at a building site
- Assembly and fastening of structural components...including the completed roof system; and

Definition: Installation

- Affixation of a manufactured home to a foundation or supports at a building site
- Assembly and fastening of structural components...including the completed roof system; and
- The connection to electric, oil water, gas, sewage and any necessary systems for the use of the manufactured home for dwelling purposes.

Promulgated Regulation: 19 New York Codes Rules and Regulations Part 1210 "Manufactured Homes Regulations"

Implements the provisions of Article 21-B

Applies to... Manufacturers, Retailers, Installers & Mechanics

***Factory manufactured homes**

A4112-2013 (3/25/2014) Recommended: Assembly Government Operations
S3223-2013 (3/25/2014) Amended & Recommended: Senate Housing, Construction & Community Development

Established rules and regulations for

- Training & Continuing Education
- Certification & the standards for
- Application Fees
- Resolution of disputes
- And More...

Application Fees

Entity	Initial	Renewal
Manufacturer	\$200	\$200
Retailer	\$200	\$200
Installer	\$200	\$200
Mechanic	\$100	\$100
Limited	\$25	\$25
Owner Occupant	\$25	N/A

Corporations, LLC's, LP's

- These business entities applying for certification must employ...
 - (1) at least one certified person
 - That employee must apply for limited certification & meet the experience and education requirements
- Provide appropriate Financial Security
- Fee: \$200 + \$25 for each employee

Individuals/DBA's

- Individuals applying for certification must...
 - Meet the experience and education requirements
 - Provide appropriate Financial Security
 - Fee \$200, + \$25 for each additional employee

Multiple Categories

Such as:

Manufacturer & Retailer

Retailer & Installer

A limited certification must be assigned to each category

Installer with a Limited Mechanic

Multiple Locations (manufacturers/retailers)

Operating more than one plant or sales location

- Such as Skyline Champion Corporation
 - 36 manufacturing facilities throughout US
 - 9 currently certified for NY
 Skyline Homes, Champion Homes, Redman Homes, Titan Homes, Atlantic Homes and others
- or CMH Homes, Inc. (fka: G&I Homes)
 - 6 retail sales centers in NY

- Each location shall be certified
- A limited certification must be assigned to each site.
- One representative can be assigned to more than one site.

Owner Occupant Certification

- Complete 21-b and Installer Course
- Identify the home and location
- Valid until completion or 1yr, whichever is earlier
 - not renewable
- Owner/occupant or co-owner/co-occupant
- Not authorized to act as Mechanic
- Not authorized to complete another installation

Qualifications

- **Manufacturer**
 - HUD Approval
 - Provide Financial Security
 - Completion this course

Retailer

- Provide Financial Security
- 1 yr. full time employment in MH industry or substantially similar
- High school graduate or equivalent
- Completion this course

• **Installer**

- Provide Financial Security
- 2 yrs. full time employment installing MH or substantially similar
- Substantial involvement in 20 MH installations
- High school graduate or equivalent
- Completion this course & 13 additional hrs
 - Not more than 6 months prior to application
- Examination

• **Mechanic**

- Provide Financial Security
- 1 yr. full time employment servicing MH or substantially similar
- High school graduate or equivalent
- Completion this course & 3 additional hrs
 - Not more than 6 months prior to application
- Examination

Limited Certification

- Individuals applying for limited certification must...
- Meet the experience and education requirements
- Have appropriate Financial Security provided by EMPLOYER
- Fee \$25 for each employee

Limited Certification

•Individuals applying for limited certification must...

•Meet the

•Have a

EMPLOY

•Fee \$25

Individual Limited Certification as ...	Employer Certified as ...
Manufacturer	Manufacturer
Retailer	Retailer
Installer	Installer
Mechanic	Installer or Mechanic

Financial Security

"A person or business entity certified...

must maintain an acceptable deposit account, letter of credit or surety bond in full force and effect...

"must maintain an acceptable _____ in full force and effect...

1. At all times while certification is in effect;

"must maintain an acceptable _____ in full force and effect..."

- 1. *At all times while certification is in effect;*
- 2. *At all times while certification is suspended; and*

"must maintain an acceptable _____ in full force and effect..."

- 1. *At all times while certification is in effect;*
- 2. *At all times while certification is suspended; and*
- 3. *At all times following the expiration or revocation of certification until the expiration of timeframe under which a homeowner can file a complaint...*

"must maintain an acceptable _____ in full force and effect..."

If a complaint has been filed, until such time as the complaint is resolved.

- 1. *21-b order satisfied;*
- 2. *21-b judgement satisfied;*
- 3. *Appeal timeframe has expired.*

Surety Bond, Deposit Account Control Agreement or Letter of Credit

in amount of:

- \$50,000 – Manufacturer
- \$25,000 – Retailer
- \$10,000 – Installer
- \$5,000 – Mechanic

Duration

Certification valid 2 years

- Renewal
 - Continuing Education 3hrs prior
 - Complete Application process

Manufacturer's Reporting

- Quarterly or monthly
- DOS form
- Home information
- Retailer shipped to
- Authorized Signature
 - Name & Address



Manufacturer's Warranty Seals Guarantee from the Manufacturer

- Approved by HUD
- Construction per HUD codes
- Certified by DOS



- Permanently attached
 - Largest closet in the largest bedroom



Manufacturer Responsibilities CFR 3282 Procedural and Enforcement Regulations

- Remedial Actions to Consumer Complaints
 - Must INVESTIGATE within 30 days
 - Is it a MANUFACTURING PROBLEM and does it require action
- In addition, RESEARCH factory records
 - Is there a "CLASS" of homes
 - If so, PLAN of notification and correction

Retailer Responsibilities

- The structure must be suitable for the climate zones of the project site.
- Retailers cannot alter a home in any manner that would disqualify it as complying with the HUD code. This is through installation or when it is given over for delivery.

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- Retailers cannot alter a home in any manner that would disqualify it as complying with the HUD code. This is through installation or when it is given over for delivery.



- Manufacturers Warranty Seal
- To notify the manufacturer of any defects or non-compliances
- Retailer must notify the manufacturer of any consumer complaint on any non-complying defect.
- Provide and complete information cards

PLEASE DETACH AND RETURN WARRANTY REGISTRATION

OWNER/PURCHASER
STREET ADDRESS _____
CITY _____ STATE _____ ZIP _____ PHONE _____

RETAILER/SELLER _____ DATE SOLD _____
STREET ADDRESS _____
CITY _____ STATE _____ ZIP _____ PHONE _____

LOCATION OF HOME
STREET ADDRESS _____
CITY _____ STATE _____ ZIP _____ PHONE _____

DATE OF INFO. _____ SERIAL NO. _____

MODEL NO.	DESIGN WIND ZONE	DESIGN ROOF LOAD	THERMAL ZONE
	WIND ZONE I SE PSP	SOUTH 20 PSF	ZONE I
	WIND ZONE II SW PSP	MIDDLE 30 PSF	ZONE II
	WIND ZONE III NW PSP	NORTH 40 PSF	ZONE III
	OTHER _____	OTHER _____	OTHER _____

TO BE COMPLETED AFTER FIRST SALE

TO BE COMPLETED AFTER SECOND SALE

TO BE COMPLETED AFTER THIRD SALE

NEW YORK Building Standards and Codes

- Display homes/stock homes with a DOM before March 2, 2020 shall continue to display
- Formaldehyde
 - Each dwelling shall have a health notice of formaldehyde emissions prominently displayed in a temporary manner in the kitchen. CFR Section 3280.309

IMPORTANT HEALTH NOTICE

Some of the building materials used in this home emit formaldehyde. Eye, nose, and throat irritation, headache, nausea, and a variety of asthma-like symptoms, including shortness of breath, have been reported as a result of formaldehyde exposure. Elderly persons and young children, as well as anyone with a history of asthma, allergies, or lung problems, may be at greater risk. Research is continuing on the possible long-term effects of exposure to formaldehyde.

Reduced ventilation resulting from energy efficiency standards may allow formaldehyde and other contaminants to accumulate in the indoor air. Additional ventilation to dilute the indoor air may be obtained from a passive or mechanical ventilation system offered by the manufacturer. Consult your dealer for information about the ventilation options offered with this home.

High indoor temperatures and humidity raise formaldehyde levels. When a home is to be located in areas subject to extreme summer temperatures, an air-conditioning system can be used to control indoor temperature levels. Check the comfort cooling certificate to determine if this home has been equipped or designed for the installation of an air-conditioning system.

If you have any questions regarding the health effects of formaldehyde, consult your doctor or local health department.

- DOM of March 2, 2020 and thereafter
 - Formaldehyde Notification is no longer required. §3280.309 was removed

IMPORTANT HEALTH NOTICE

Some of the building materials used in the home and formaldehyde, carbon monoxide and lead. These materials have been tested for formaldehyde emissions. If formaldehyde emissions are detected, you may experience symptoms such as irritation of the eyes, nose, and throat, allergic reactions, and asthma. Children, the elderly, and people with respiratory conditions are more susceptible to formaldehyde. If you experience any of these symptoms, you should leave the home and call your doctor. For more information, visit www.nys.gov.



- DOM of March 2, 2020 and thereafter
 - Formaldehyde Notification is no longer required. §3280.309 was removed
 - Added §3280.5(i) which requires the following statement on data plate
"The manufacturer certifies this home is compliant with Title VI, Toxic Substances Control Act."
 - §3280.308 was revised to address formaldehyde emission controls for composite wood products

IMPORTANT HEALTH NOTICE

Some of the building materials used in the home and formaldehyde, carbon monoxide and lead. These materials have been tested for formaldehyde emissions. If formaldehyde emissions are detected, you may experience symptoms such as irritation of the eyes, nose, and throat, allergic reactions, and asthma. Children, the elderly, and people with respiratory conditions are more susceptible to formaldehyde. If you experience any of these symptoms, you should leave the home and call your doctor. For more information, visit www.nys.gov.



Dispute Resolution Notice

- Federal Requirement
- Obtain Consumer Acknowledgement
- Maintain copy for Retailer records

information February 2016

RETAILER DISPLAY RESOLUTION INTERACTION

Effective February 2016, the Department of Building and Fire Prevention (DBFP) requires that retailers of certain products provide a notice to the purchaser of the product of the Retailer Display Resolution Interaction.

The notice of the notice should be in the form:

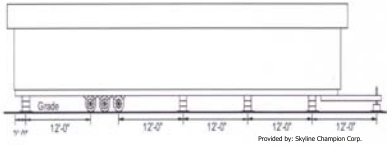
Manufacturer Home Display Resolution Program is available to consumers through the manufacturer's website or website concerning notices of dispute resolution program. For additional information about these programs, the consumer should contact the manufacturer. Another available information is the Manufacturer Home Display Resolution Program in the Consumer Manual available to the purchaser on the purchase. These programs do not warranty programs and do not replace the manufacturer's or any other general warranty program.

In New York State, complaints for the resolution of disputes should be directed to the Department of Building Standards and Codes, One Commerce Plaza, 9th Floor, Albany, New York 12242, Albany, NY 12242-0001. Telephone: 518-475-4875, Fax: 518-465-4887.



Display of homes

- Provide temporary blocking per manufacturer's instructions



Retailer Responsibilities

- Provide temporary



Retailer Responsibilities

- Provide temporary



Preemption

No state or local authority may establish any standard regarding construction or safety which is not identical to...



Preemption

No state or local authority may establish any standard regarding construction or safety which is not identical to...

New homes are 'CERTIFIED' to comply with provisions of ...
Manuf. certifies to LAHJ, retailer and purchaser
Retailer & Installer certify to LAHJ and purchaser



Preemption

No state or local authority may establish any standard regarding construction or safety which is not identical to...

New homes are 'CERTIFIED' to comply with provisions of ...
Manuf. certifies to LAHJ, retailer and purchaser
Retailer & Installer certify to LAHJ and purchaser

A home not in compliance with the Standards is not preempt



Preemption Exercise

The LAHJ requires:
Arc fault protection provided in the home

Preemption Exercise

The LAHJ requires:
~~Arc fault protection provided in the home.~~

§3280.801(b) The use of arc-fault breakers...is not required

Preemption Exercise

The LAHJ requires:
~~Arc fault protection provided in the home.~~
Shipped loose assembled drain lines insulated

Preemption Exercise

The LAHJ requires:

Arc fault protection provided in the home.

Shipped loose assembled drain lines insulated.

Preemption Exercise

The LAHJ requires:

Arc fault protection provided in the home.

Shipped loose assembled drain lines insulated.

50psf roof snow load

Preemption Exercise

The LAHJ requires:

Arc fault protection provided in the home.

Shipped loose assembled drain lines insulated.

50psf roof snow load.

Preemption Exercise

The LAHJ requires:

~~Arc fault protection provided in the home.~~

~~Shipped loose assembled drain lines insulated.~~

~~50psf roof snow load.~~

#6 copper wire to bond chassis of a multi-section home

Preemption Exercise

The LAHJ requires:

~~Arc fault protection provided in the home.~~

~~Shipped loose assembled drain lines insulated.~~

~~50psf roof snow load.~~

~~#6 copper wire to bond chassis of a multi-section home.~~

Preemption Exercise

The LAHJ requires:

~~Arc fault protection provided in the home.~~

~~Shipped loose assembled drain lines insulated.~~

~~50psf roof snow load.~~

~~#6 copper wire to bond chassis of a multi-section home.~~

Carbon monoxide alarm in the home

Preemption Exercise

The LAHJ requires:

- ~~Are fault protection provided in the home~~
- ~~Shipped loose assembled drain lines insulated~~
- ~~50psf roof snow load~~
- ~~#6 copper wire to bond chassis of a multi-section home~~

Carbon monoxide alarm in the home

The HUD Code was silent



Carbon Monoxide Alarms

• R315 Carbon monoxide alarms shall be provided in accordance with §915 of the Fire Code of NYS



- New and existing **residential buildings** that contain a **fuel-burning appliance**.
 - **Residential building:** "A building that is a one-family dwelling, a two-family dwelling, or a building containing only townhouses."
 - **Fuel-burning appliance:** "Any appliance, equipment, device, machine, or system that may emit carbon monoxide." Examples include, but are not limited to: fireplaces, wood stoves, fuel-fired furnaces, space heaters (pilot or open flames), kerosene heaters, stoves/ovens/ranges, gas appliances (dryers, refrigerators, etc.), gas-powered engines (generators, pumps, pressure washers, power tools, automobiles)



Carbon Monoxide Alarms

- Primary power: permanent building wiring, and with battery back-up
 - Constructed prior to 1/1/2008 can be battery, cord, plug in
- Interconnection of multiple devices
- Combination carbon monoxide/smoke alarm shall be acceptable
 - When installed in conformance with the Uniform Code requirements for BOTH carbon monoxide alarms and smoke alarms
- Maintained operational or replaced



Carbon Monoxide Alarms

- Located in accordance with this F915.3
- "...Avoid dead air spaces, turbulent air spaces, fresh air returns, open windows, HVAC ducts, closed doors, and other such obstructions that could prevent carbon monoxide from reaching the detector..."
- In any specific room containing a fuel-burning appliance (F915.3.1)
 - Living room with a fire place
 - Kitchen with a LP/NG stoves/ovens/ranges
 - Bedroom with a kerosene heater...

Carbon Monoxide Alarms

- Outside of sleeping areas and within 10 feet of the entrance to the **sleeping areas** (F915.3.1.3)
 - Unless otherwise required inside the sleeping area by another section
- Homes with attached garages: within 10 feet of the entrance to the **sleeping areas** (F915.3.3)
 - **Sleeping area:** "A room or space that can be used, either on an occasional or permanent basis, for sleeping. Sleeping area include, but are not limited to, bedrooms, finished rooms in basements, family rooms, recreation rooms or other similar area in residential buildings..."

Carbon Monoxide Alarms

- **Outside of and within 10'** of a sleeping area—(F915.3) "A room or space that can be used, either on an occasional or permanent basis for sleeping. Sleeping area include, but are not limited to, bedrooms...family rooms..."




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Carbon Monoxide Alarms

HUD Code is silent – No requirements apply
R310. “Carbon monoxide alarms shall be provided in accordance with Section 915 of the Fire Code of New York State”

Effective July 12, 2021 MHCSS will contain requirements for carbon monoxide alarms thereby rendering them preempt like smoke alarms.


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- **Installation meets UFPBC**
 - AE401 “...installation instructions provided by the manufacturer.”
 - Including connections to utilities


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- **Installation meets UFPBC**
 - AE401 “...installation instructions provided by the manufacturer.”
 - Including connections to utilities
- Alternative Construction Inspections – notify Manuf.

A Division of New York Department of State



• **Installation meets UFPBC**

- AE401 "...installation instructions provided by the manufacturer."
- Including connections to utilities
- Alternative Construction Inspections – notify Manuf.
- Covering the work of others (subcontractors)
 - Oversight
 - Documentation



Installer Important Do NOTs

- Do not place a warranty seal if you cannot warrant the work of others.
- Do not place a warranty seal if you cannot do the work correctly. Find someone who can!
- The Installer of Record cannot select or omit any part of the work required to make the home suitable for use as a dwelling.



- Do not place a warranty seal if the installation

IS NOT COMPLETE

ie: deck, stairs, handrails, etc.
 "You just bought the noncompliance"



Installer's Warranty Seals Guarantee from the Installer

- Installed per code
- Installer Certified by DOS
- Foundation approved

STATE OF NEW YORK
DEPARTMENT OF STATE
INSTALLER'S WARRANTY SEAL

New manufactured home Relocated manufactured home

A. Warranty Seal Number: 987654 SAMPLE

B. Name of Installer: _____

C. Installer Certification Number: _____

D. Date of Installation: _____

E. Home Serial Number: _____

F. HUD Label Number: _____

G. Municipality issuing permit: _____

H. Installation address: _____

I. City, State, Zip: _____

Signature: _____

VOID IF REMOVED. This SEAL certifies installer's compliance with the Regulations for Manufactured Homes in accordance with Title 19 New York Codes, Rules and Regulations Part 1212.

Also req. for "Owner-occupant"

- Permanently attached
 - Largest closet in the largest bedroom



Installer's Warranty Seals No CO shall be issued !!!

- After January 1, 2006
- UNLESS:
 - Manufacturer's seal is attached

AND



Installer's Warranty Seals

No CO shall be issued !!!

- After January 1, 2006

1210.16(g) No authority having jurisdiction shall issue a CofO for any MH unless...
 "the installer's warranty seal...has been attached to such manufactured home;"

- UNLESS

– Man

AND



The government entity shall NOT RELY on the Installer's Seal

Independent inspection of the installation must be made



The government entity shall NOT RELY on the Installer's Seal

Independent inspection of the installation must be made



The government Seal Independent in



Installer's
made



If it happens at the site the LAHJ has the right to inspect

Including:

- work outside of HUD Code
- not authorized by manufacturer
- non DAPIA repairs






- If an owner contracts work themselves, they are still required to hire a certified *entity* to oversee the work and affix a warranty seal.

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Application for Warranty Seal

<https://dos.ny.gov/code/manufactured-homes>



Installer's Warranty Seal Cover Form

Section 2205-A of the State Building Code requires that every manufacturer of manufactured homes, and every installer of such homes, obtain a warranty seal from the Department of State, Office of Building Standards and Codes, for each home manufactured or installed.


Installer's Information

Name: _____
 Title: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____

Other Information

The following information is required for the Department of State to issue a warranty seal to the installer.

Number of homes to be sealed: _____
 Number of homes to be sealed by the installer: _____
 Number of homes to be sealed by the manufacturer: _____
 Number of homes to be sealed by the manufacturer: _____
 Date of installation: _____



Manufacturer's Warranty Seal Cover Form

Section 2205-A of the State Building Code requires that every manufacturer of manufactured homes, and every installer of such homes, obtain a warranty seal from the Department of State, Office of Building Standards and Codes, for each home manufactured or installed.

Manufacturer's Information

Name: _____
 Title: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____

Other Information

A statement of the manufacturer's name and address is required.

Number of homes to be sealed: _____
 Number of homes to be sealed by the manufacturer: _____
 Number of homes to be sealed by the installer: _____
 Date of installation: _____

NEW YORK DEPARTMENT OF STATE Building Standards and Codes

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Warranty Seal Fees

	Purchase price from DOS	Maximum Allowed Attachment Fee
Manufacturer's Seal	\$125	\$150
Installer Seal**	1 – 5: \$35 6 or more: \$25	\$50


** Not for sale to "Limited Certificate" installer, and only one for "Owner-occupant" installer

NEW YORK DEPARTMENT OF STATE Building Standards and Codes

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Installer's Quarterly Reporting

- Quarterly
- General Stuff
 - Authorized signature
 - Name and address
 - Reporting period
- Home details
 - Warranty Seal No.
 - Owner
 - Certification that installation meets UFPBC



Installer's Quarterly Reporting Form

Section 2205-A of the State Building Code requires that every manufacturer of manufactured homes, and every installer of such homes, obtain a warranty seal from the Department of State, Office of Building Standards and Codes, for each home manufactured or installed.

Installer's Information

Name: _____
 Title: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____

Reporting Period

From: _____ To: _____

Number of Homes to be Sealed

Number of homes to be sealed: _____
 Number of homes to be sealed by the manufacturer: _____
 Number of homes to be sealed by the installer: _____

Number of Homes to be Sealed by the Installer

Number of homes to be sealed by the installer: _____

Number of Homes to be Sealed by the Manufacturer

Number of homes to be sealed by the manufacturer: _____

Number of Homes to be Sealed by the Manufacturer

Number of homes to be sealed by the manufacturer: _____

Number of Homes to be Sealed by the Manufacturer

Number of homes to be sealed by the manufacturer: _____

Number of Homes to be Sealed by the Manufacturer

Number of homes to be sealed by the manufacturer: _____

NEW YORK DEPARTMENT OF STATE Building Standards and Codes

Installer's Quarterly Reporting

- Quarterly
- General Stuff
 - Authorized signature
 - Name and address
 - Reporting period
- Home details
 - Warranty Seal No.
 - Owner
 - Certification that installation meets UFPBC

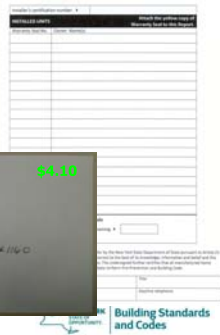
Installer's Quarterly Reporting

- Quarterly
- General Stuff
 - Auth: _____
 - Nam: _____
 - Repe: _____
- Home (
 - Warr: _____
 - Owner: _____
 - Certification that installation meets UFPBC

- Postmarked by date indicated
- USPS
 - Priority Mail



- Postmarked by date indicated
- USPS
 - Priority Mail
 - Certified Mail



Enforcement Actions

- Failure to file Quarterly Report
- Violation Article 21-B
 - Plea Agreement Settlement Letter
 - Fine amount \$100
 - Returned by indicated date – case closed
 - Failure or request for hearing then*
 - Referred to Office of Administrative Hearings
 - Fine Increased!!!
 - OAH moves ahead this hearing process



Regulation: 19 NYCRR Part 1210 Warranties and Article 35 of General Business Law

§1210.16 (d)(3) "The warranties set forth in this subdivision shall be in addition to, and not in limitation of or substitution for, the warranty provided for in Article 35 of the General Business Law and any and all warranties, express or implied, given or made by the manufacturer, whether contractually or by operation of law. "

All new homes shall be covered by a warranty

- Protection from substantial defects in materials and workmanship
- Defect identified within One Year from Date of Delivery
- Consumer must give notice within 1 year and 10 days from DoD
- Manufacturer and Retailer to take appropriate corrective action within sixty days

Resolution of Disputes

§1210.18 (a) *“Any homeowner, retailer, manufacturer, installer, mechanic, or lending entity may file a complaint with the Department of State seeking resolution of an allegation that a substantial defect exists in the delivered condition, installation, service or construction of a manufactured home.”*

Substantial defect shall mean “a defect or a number of defects or other conditions in the delivered condition, installation, service, or construction of a manufactured home which collectively can reasonably be expected to cost five hundred dollars or more to cure.”

Dispute Resolution Complaint Filing Timeframe

§1210.18(b) "A complaint relating to the delivered condition, installation, service or construction of a manufactured home shall be filed with the Department of State **within 1 year & 10 days after the date of service, installation, issuance of a certificate of occupancy, or the expiration of a warranty, whichever is later.**"

- Installation: May 15, 2012

Installation: May 15, 2012

- May 25, 2013

- Installation: May 15, 2012
- **Date of CO: July 29, 2012**

- May 25, 2013

- Installation: May 15, 2012
- **Date of CO: July 29, 2012**

- May 25, 2013
- **August 8, 2013**

- Installation: May 15, 2012
- Date of CO: July 29, 2012
- **Warranty Expiration: August 1, 2013**

- **May 25, 2013**
- **August 8, 2013**

- Installation: May 15, 2012
- Date of CO: July 29, 2012
- **Warranty Expiration: August 1, 2013**
 - May 25, 2013
 - August 8, 2013
 - August 11, 2014

“...whichever is later.”

- Installation: May 15, 2012
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“...whichever is later.”

- Installation: May 15, 2012
- Date of CO:
- **Warranty Expiration: August 1, 2013**
 - May 25, 2013
 - August 11, 2014

One year and ten days after the issuance of...

Dispute Resolution Process

Department of State Review

- Complaint valid or not
- Notification to parties involved
- Parties have 30 days to respond to DOS notification (1210.18(e))

Informal Resolution

- The Codes Div. shall be permitted, but not required, to attempt to resolve any complaint informally
- Process may be commenced at any time after complaint filed

Informal Resolution

- If Codes Div. elects out or attempts are unsuccessful, referred to Office of Administrative Hearings

DEPARTMENT OF STATE, OFFICE OF
ADMINISTRATIVE HEARINGS
ANDREW M. CUOMO, GOVERNOR ROBERTA ROZEBO, SECRETARY OF STATE



Formal Resolution in front of a Law Judge



- Complainant v. Respondent

Formal Resolution in front of a Law Judge



- Complainant v. Respondent
- Order compensation
- Apportion liability between multiple parties, where appropriate.

Formal Resolution in front of a Law Judge



- Complainant v. Respondent
- Order compensation
- Apportion liability between multiple parties, where appropriate.
- ***Compensation shall not be limited to financial security amounts***

Appeal to the Secretary of State, Robert J. Rodriguez



Judicial Review

- Article 78 of Civil Practice Law and Rules
- New York Supreme Court
- Review agency actions
- Make determination



Enforcement Actions Civil Penalties

- Violations of Executive Law 21-B
 - Including NY State procedures in Part 1210
 - Maximum \$1,100 per single violation
 - Up to \$1,100,000 for a series of related violations
- Violations of 24 CFR (As of May 26, 2022)
 - Up to \$3,198 per single violation
 - Up to \$3,997,550 for a series of related violations





Additional Enforcement Actions

- Sale of units to Uncert'd Retailer
- Business during Lapse of Cert
- Business while not Certified period
 - “Nothing...shall excuse any person or business entity required to be certified from the obligation of obtaining such certification.”

- Violations found during Retail Lot Audit
 - Required Formaldehyde Notice (if applicable)
 - Temporary Storage
 - Dispute Notices
 - Purchaser Cards
 - Delivery Inspections
 - Notifications to Manufacturer of complaints or non conformances

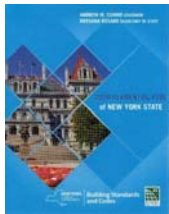
Suspension and Revocation of Certifications

- Substantial violation of Article 21-B or this Part
- Material misstatement in any application
- Fraud or fraudulent practices
- Dishonest or misleading advertising
- Untrustworthiness or incompetency
- Failed to comply with Article 21-B order
- Ceased to satisfy the financial responsibility
- Manufacturer ceased to be approved by HUD
- Failed to complete continuing education requirements

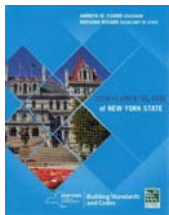
Promulgated Regulation: 19 New York Codes Rules and Regulations Part 1220 “Residential Construction”

2020 Residential Code of New York State
– effective May 12, 2020





2020 Residential Code of NYS is incorporated by reference into 19 NYCRR Part 1220 as being parts of the Uniform Code.



2020 Residential Code of NYS is incorporated by reference into 19 NYCRR Part 1220 as being parts of the Uniform Code.

19 NYCRR Part 1220 is the residential provisions of the “Code”



Also any code changes/corrections will be in 19 NYCRR Part 1220

2020 Residential Code of NYS is incorporated by reference into 19 NYCRR Part 1220 as being parts of the Uniform Code. 19 NYCRR Part 1220 is the residential provisions of the "Code"



Residential Code [NY] Appendix E "Manufactured housing used as dwellings"

[NY] AE101.1 General. These provisions shall be applicable only to a *manufactured home* used as a single *dwelling unit* and shall apply to the following:

- 1. Construction, alteration and repair of any foundation system which is necessary to provide for the installation of a manufactured home unit.

- 1. Construction, alteration and repair of any foundation system which is necessary to provide for the installation of a manufactured home unit.
- 1. Construction, installation, addition, alteration, repair or maintenance of the building service equipment which is necessary for connecting manufactured homes to water, fuel, or power supplies and sewage systems

- 1. ...foundation system...
- 2. ...building service equipment...
- 1. Alterations, additions or repairs to existing manufactured homes. The construction, alteration, moving, demolition repair and use of accessory buildings and structures and their building service equipment shall comply with the requirements of this code.

These provisions shall not be applicable to the design and construction of *manufactured homes* and shall not be deemed to authorize modifications or *additions* to *manufactured homes* where otherwise prohibited. The design and construction criteria of *manufactured homes* shall be in accordance with those defined in the "Manufactured Home Construction and Safety Standards" (24 CFR 3280).



[NY] AE101.2 Flood hazard areas

New and replacement manufactured homes to be installed in flood hazard areas as established by **Table R301.2(1)** shall meet the applicable requirements of Section R322.

Series of horizontal lines for handwritten notes.

TABLE R301.2(1) CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

GROUND LOAD ¹	WIND DESIGN				SOURCE CLIMATE AND GEOGRAPHIC DESIGN CRITERIA				ICE BARRIER UNDERLAYMENT REQUIRED ²	FLOOD HAZARD ³	AIR FRIEDING INDEX ⁴	MEAN ANNUAL TEMP ⁵
	Speed ⁶ (mi/hr)	Topographic effect ⁷	Special wind region ⁸	Windborne debris zone ⁹	DESIGN CATEGORY ¹⁰	Weathering ¹¹	Frost free depth ¹²	Temper ¹³				
					MANUAL / DESIGN CRITERIA ¹⁵							
Elevation		Latitude	Winter heating	Summer cooling	Altitude correction factor	Indoor design temperature	Design temperature cooling	Heating temperature difference				
Cooling temperature difference		Wind velocity heating	Wind velocity cooling	Consistent wet bulb	Daily range	Winter humidity	Summer humidity					

FIG. 101.1 General per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s.

1. When weathering requires a higher strength concrete or grade of masonry to satisfy the structural requirements of this code, the floor line depth strength required for weathering shall govern. The weathering tables shall be filled in with the weathering index, "negligible," "moderate" or "severe" for concrete as determined from Figure R301.2(1). The grade of masonry units shall be determined from ASTM C 129, C 129.2, C 129.3, C 140, C 140.2, C 140.3 or C 140.4.

2. When the floor line depth requires design footing then indicated in Figure R301.2(1), the floor line depth strength required for weathering shall govern. The foundation shall be in accordance with the minimum depth of footing below finish grade.

3. The foundation shall be in this part of the table with the wind speed from the basic wind speed map (Figure R301.2(1)(A)). Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.

4. The outdoor design dry-bulb temperature shall be selected from the column of 77°; present values for winter from Appendix D of the Plumbing Code of New York State. Deviations from the Appendix D temperatures shall be permitted to reflect local climate or local weather exposure as determined by the building official. [Also see Figure R301.2(1).]

5. The mean annual temperature shall be in this part of the table with the winter design average temperature determined from Figure R301.2.1.

6. [NY] To establish flood hazard areas, each community regulated under Title 19, Part 1201 of the Official Compilation of Codes, Rules and Regulations of the State of New York (NYCRR), shall adopt a flood hazard map and supporting data. The flood hazard map shall include, at a minimum, special flood hazard areas as identified by the Federal Emergency Management Agency in the Flood Insurance Study for the community, as amended or revised with:

- The accompanying Flood Insurance Rate Map (FIRM);
- Flood Boundary and Floodway Map (FBFM); and
- Related supporting data along with any revision thereto.

7. The adopted flood hazard map and supporting data may be updated by reference and declared to be part of the zoning.

8. In accordance with Section R301.2.1.4, a community regulated under Title 19, Part 1201 of the Official Compilation of Codes, Rules and Regulations of the State of New York (NYCRR) shall fill in this part of the table with "YES." Otherwise, the production shall fill in this part of the table with "NO."

9. The foundation shall fill in this part of the table with the 100-year return period air heating index (BFD-Index) from Figure R301.2(2) or from the 100-year (100 percent) value on the National Climate Data Center data table "Air Heating Index-USA Method (Area 12°F)".

10. The foundation shall fill in this part of the table with the return period corresponding from the National Climate Data Center data table "Air Heating Index-USA Method (Area 12°F)".

11. The foundation shall fill in this part of the table with the return period corresponding from the National Climate Data Center data table "Air Heating Index-USA Method (Area 12°F)".

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7. The adopted flood hazard map and supporting data may be updated by reference and declared to be part of the zoning.

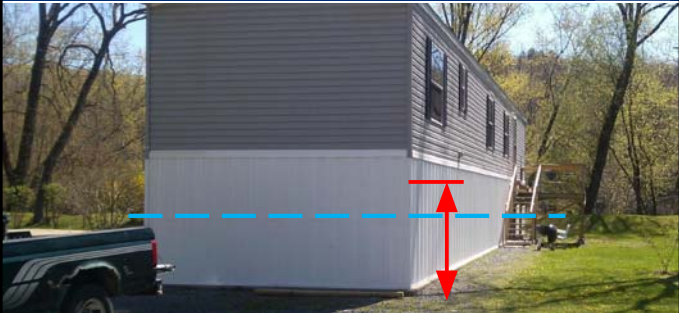
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[NY] AE102.2 Additions

Additions shall conform to one of the following:

1. Certified under HUD Construction and Safety Standards Act
2. Designed and constructed to conform with HUD Construction...
3. Designed and constructed to conform with new construction requirements this code (RCNY)

Building additions and accessory structures shall not be structurally supported by the manufactured home.

Exception. Building additions and accessory structures supported by a MH shall be in accordance with designs provided by the home manufacturer or with designs prepared by a design professional in accordance with acceptable engineering practice.



[NY] AE102.3 Alterations and repairs

Alterations and Repairs allowed without requiring compliance with all the requirements of the Uniform Code

- Must conform to requirements of Appendix J
- Create no hazard to life, health or safety by such addition, alteration or repair

Alterations and Repairs nonstructural in nature, not affecting structural members or fire protection maybe made with materials similar to original home construction



Exception Installation and/or replacement of glass shall be in conformance with the *fenestration* rating requirements for new installations

- Fenestration: windows, fixed or operable, doors, glass block, skylights

(b) Table N1102.1.2 (R402.1.2) of the 2020 RCNYS shall be:

[NY] TABLE N1102.1.2 (R402.1.2)
INSULATION AND FENESTRATION REQUIREMENTS BY COMPONENT*

CLIMATE ZONE	FENESTRATION U-FACTOR ¹	SKYLIGHT ² U-FACTOR	GLAZED FENESTRATION SHGC ^{3,4}	CEILING R-VALUE	WOOD FRAME WALL R-VALUE	MASS WALL R-VALUE	FLOOR R-VALUE
4	0.32	0.55	0.40	49	20 or 13+5 ⁵	8-13	19
5	0.30	0.55	NK	49	20 or 13+5 ⁵	13-17	30 ⁶
6 Option 1	0.30	0.55	NK	49	20+5 ⁵ or 13+10 ⁵	15-20	30 ⁶
6 Option 2	0.28	0.55	NK	60	25 cavity	19-21	30 ⁶



NK = Not Required.
 1. For SI, 1 foot = 304.8 mm.
 2. If within one continuous "C-factor and SHGC" one continuous. Where insulation is installed in a cavity that is less than 2 inches, the specified R-value of the insulation shall be not less than the R-value specified in the table.



[NY] AE102.5 Existing Occupancy

The use or occupancy of any existing manufactured home shall not be changed unless such change in use of occupancy is made to conform to all applicable provisions of this code.

Upon any change in use or occupancy, the manufactured home shall cease to be classified as such



Modifications Complying with



Equal Whatever You need





[NY] AE103 Permits and Inspections

All New for the 2020 Residential Code of New York State



[NY] AE103 Permits and Inspections

Permit shall be obtained to install, alter, remodel, repair or add accessory buildings or structures to a manufactured home...



[NY] AE103 Permits and Inspections

Permit shall be obtained to install, alter, remodel, repair or add accessory buildings or structures to a manufactured home...

Application for permit shall include the identity of the person or entity certified pursuant to Part 1210



[NY] AE103 Permits and Inspections

Permit shall be obtained to install, alter, remodel, repair or add accessory buildings or structures to a manufactured home...

Application for permit shall include the identity of the person or entity certified pursuant to Part 1210

Work shall be inspected – including, but not limited to the foundation, support, anchorage, connection of multi-sectional homes, and building service equipment.



[NY] AE102.7 Relocations

Relocated manufactured homes "SHALL have a manufacturers label certifying compliance with applicable HUD Manufactured Home Construction and Safety Standards, and a data plate, affixed in the manufacturing facility..."



A statement "This manufactured home is designed to comply with the federal mobile home construction and safety standards in force at the time of manufacture."

Reference to structural zone and wind zone.

Data relative to the heating, insulation zone, and outdoor design temperature.



Relocation -Exception

Mobile homes manufactured **BEFORE** June 15, 1976, need not comply with these provisions if they have been inspected by an agency or individual acceptable to the *building official* to determine that they are:

- Structurally sound
- Free of heating and electrical system hazards

Written documentation signed by the agency or individual performing the inspection shall be submitted to the *building official*

[NY] AE201 Definitions

To partner with the definition in Article 21-b

- Manufactured Home Installation (and Setting). Construction that is required for the installation of a manufactured home, including the construction of the foundation system, required structural connections thereto and the installation of on-site water, gas, electrical and sewer systems and connections thereto that are necessary for the normal operation of the manufactured home.

[NY] AE201 Definitions

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- Manufactured Home Installation (and Setting). Construction that is required for the installation of a manufactured home, including the construction of the foundation system, required structural connections thereto and the installation of on-site water, gas, electrical and sewer systems and connections thereto that are necessary for the normal operation of the manufactured home.

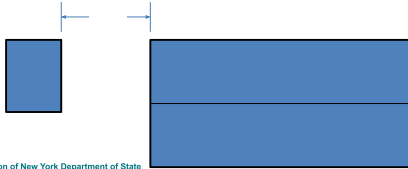
Article 21-b: Installation means "the affixation of a manufactured home to a foundation or supports at a building site; the assembly and fastening of structural components of ..."

I'm not installing it, I'm only moving, blocking and leveling...



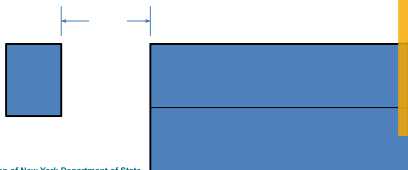
[NY] AE302.1 Location on property

MH and accessory buildings shall be located in accordance with R302.1 or any other law or regulation regarding separation distances (local laws/zoning ordinances)



[NY] AE302.1 Location on property

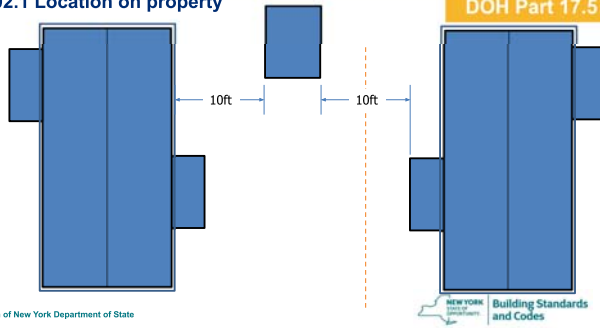
MH and accessory buildings shall be located in accordance with R302.1 or any other law or regulation regarding separation distances (local laws/zoning ordinances)



Such as perhaps DOH Part 17.5 which requires 10' minimum spacing between homes and accessory buildings or structures

AE 302.1 Location on property

DOH Part 17.5



[NY] AE401.1 New Manufactured Homes

New Home Installation

- Install according to manufacturers installation instructions



[NY] AE401.2 Relocated Manufactured Homes

RELOCATED Home Installation

- Install according to manufacturers installation instructions
- If not available...



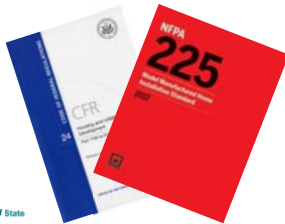
RELOCATED Home Installation

- HUD Model Installation Standard (24-CFR-3285, 2016)



RELOCATED Home Installation

- HUD Model Installation Standard (24-CFR-3285, 2016)
- NFPA 225 (2017) Manufactured Home Installation



[NY] AE401.3 Installation instructions

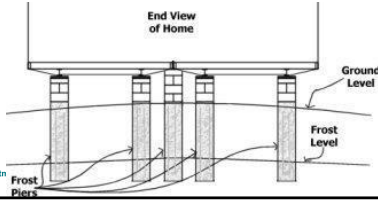
Installation instructions (or allowed alternative) shall be used to determine:

- Permissible points of support for vertical loads
- Points of attachment for anchorage systems
- Completion of all systems necessary for habitability
- Completion of any special or optional features.



[NY] AE402.3 Footings and foundations

Footings and foundations shall be constructed...and in all cases **shall** extend below the frost line.



Exception...Where a foundation system is designed by a registered design professional in accordance with the design requirements of the Manufactured Home Standards and the provisions of this code such that it will otherwise be protected from the effects of frost, such foundation system shall not required to extend below the frost line.

All cast-in-place concrete shall be minimum 3,000psi at 28 day compressive strength

Alternative Foundations Additional Requirements

Foundation Design

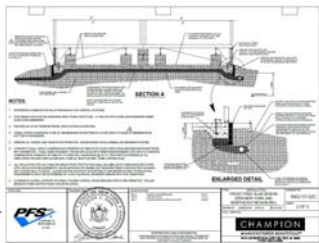
Before installer provides support or anchorage different than specified in the installation instructions ...installer must:

Alternative Foundations Additional Requirements

Foundation Design

Before installer provides support or anchorage different than specified in the installation instructions ...installer must:

- 1. Obtain DAPIA-approved designs and instructions prepared by manufacturer; or

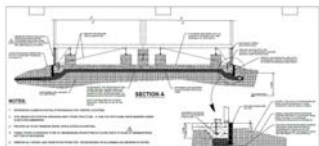


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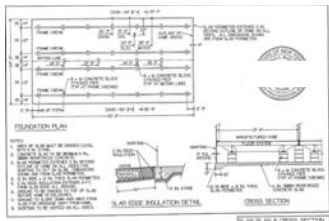
DAPIA – Design Approval Primary Inspection Agency
Responsible for reviewing and approving alternative foundations, damage repairs, initial home design, quality assurance manuals.

Alternative Foundations Additional Requirements

Foundation Design

Before installer provides support or anchorage different than specified in the installation instructions ...installer must:

- 1. Obtain DAPIA-approved designs and instructions prepared by manufacturer; or
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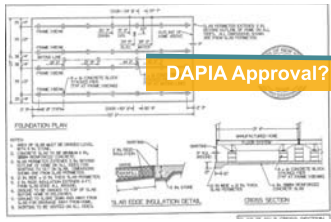


Alternative Foundations Additional Requirements

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[NY] AE405 Exits

Exterior stairways and ramps...shall comply with **AE102.2** and all other applicable provisions of this code

AE102.2 Additions.

R311 Means of Egress

Stairways, ramps...shall comply with this section

R312 Guards

Porches, stairways, ramps more than 30" above grade

R311.5.1 Attachment

Required exterior stairs shall be positively anchored to the primary structure to resist both vertical and lateral forces
OR shall be designed to be self-supported

HUD Code requires porches to be...?



R311.3 Landings at exterior doors

Landing are required *“on each side of each exterior door”*

Not less than the width of the door with a depth of 36”





R311.3.1 Landings at required egress doors

Landing not more than 1 ½ inches lower than the threshold

Exception: Landing not more than 8 ¼ inches lower than the threshold, provided that the door does not swing over the landing

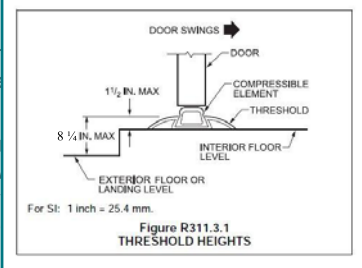




R311.3.1 Landings at required egress doors

Landing not m
lower than the

Exception: La
8 ¼ inches lo
threshold, pro
does not swin





R311.3.2 Landings at other exterior doors

Doors other than the required egress door shall be provided with landings or floors not more than **7 3/4 inches** below the top of the threshold...

While [NY] R311.3.1, was modified by to match [NY] R311.7.5.1 Risers: "The riser height shall be not more than 8 1/4 inches..."

This dimension in R311.3.2 was not.



R311.7 Stairways

- Minimum stair clear width:
36 inches
- Maximum Riser height:
8 1/4 inches
- Minimum tread depth:
9 inches
- Shall not exceed the smallest by more than: 3/8 inch





R311.7.6 Landings for stairways

There shall be a floor landing at the top and bottom of each stairway.

Minimum 36" x 36"





R403.1.4 Minimum [footing] depth

Unless protected from frost... supports of buildings and structures shall extend below the frost line



Unless protected from frost... supports of buildings and structures shall extend below the frost line

Exception: Deck not supported by a dwelling shall have a footing **not less than 12 inches below the undisturbed ground surface.**



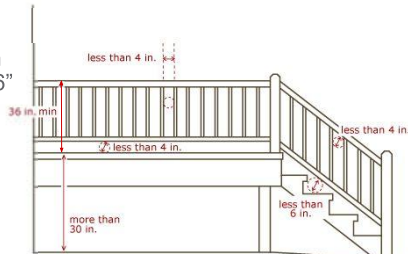


R312 Guards

Decks, landing more than 30" above grade within 36" horizontally to the edge

Open sided walking surfaces

Guards meeting this drawing



Course Development Utilized Installation Instruction Manual for



Special thank you to: John Copeletti, General Manager; Mike Perri, Service Manager; Champion Home Builders, Titan Homes Division - Sangerfield, NY

Installation Instructions Getting Started

Locate the Data Plate

- Confirm Information
- Equipment Data
- Design Data



HUD Data Plate

- Manufacturer Info
- HUD Label
- Serial Number
- Formaldehyde

MFG: Titan Homes
951 Route 12 South
Sangerfield, NY 13455

UNIT SER. # D19-000-H-A004986A

MODEL # EPB144 HUD SEAL # NTA1931222

This manufactured home is designed to comply with the Federal Manufacture Home Construction and Safety Standards in force at the time of manufacture. The manufacturer certifies that home is compliant with the 2015 Title 24, Chapter 308 Federal Code (CFR).

This manufactured home has been substantially modified in the accordance with the approved design and has been inspected (checked) by the appropriate authority identified in the notations for compliance on this in accordance with the Federal Manufacture Home Construction and Safety Standards and the requirements of the Department of Housing and Urban Development (HUD) in effect at the date of manufacture.

DATE OF MFG: 3/2/2020 "DESIGN APPROVED BY PFS"



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CHAMPION HUD Data Plate
MANUFACTURED HOUSING

Confirm Wind Zone

● Zone 1 ● Zone 2 ● Zone 3

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NEW YORK
STATE

Building Standards and Codes

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CHAMPION HUD Data Plate
MANUFACTURED HOUSING

Roof Zone

North 40 PSF (Snow)
 Middle 30 PSF (Snow)
 South 20 PSF (Minimum)

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NEW YORK
STATE

Building Standards and Codes

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CHAMPION HUD Data Plate
MANUFACTURED HOUSING

Roof Zone

MANUFACTURED HOME ROOF LOAD MAP
PER 24 CFR 3280.55(c)(3) - Effective May 26, 2009

■ MIDDLE ROOF LOAD ZONE (30#/PSF)
 ■ SOUTH ROOF LOAD ZONE (20#/PSF)

NEW YORK STATE COUNTIES

A Division of New York Da

NEW YORK
STATE

Building Standards and Codes

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CHAMPION MANUFACTURED BEAUTIFUL

HUD Data Plate

Thermal Zone

A Division of New York Department of State

NEW YORK STATE DEPARTMENT OF STATE Building Standards and Codes

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Install Footings

Determine Pier Locations using Instructions

Install Footings

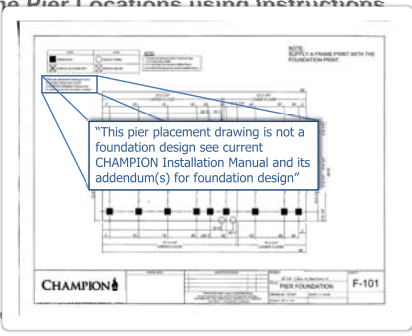
NEW YORK STATE DEPARTMENT OF STATE Building Standards and Codes

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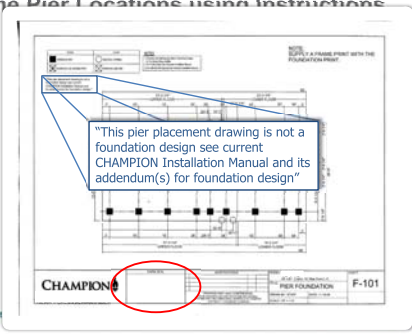
Determine Pier Locations using Instructions

NEW YORK STATE DEPARTMENT OF STATE Building Standards and Codes

Determine Pier Locations using Instructions



Determine Pier Locations using Instructions



Determine Pier Loads (Frame – no perimeter blocking required)

Portion of Table 6 shown.

Support Spacing	Roof Load zone and max. section width					
	South (20psf)			Middle (30psf)		
	12ft	14ft	16ft	12ft	14ft	16ft
4ft	2490	2820	3140	2810	3170	3520
5ft	3110	3520	3920	3510	3960	4400
6ft	3730	4230	4710	4210	4760	5270
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Determine Minimum Footer Size for Square & Rectangular Shapes (Default Soil Capacity)

6340

Soil Bearing Capacity	Min. Footing Area (sq. in.)	Min. Footing Size (in.)	8x16 single stack		16x16 double stack	
			Min. Thickness	Max. Capacity	Min. Thickness	Max. Capacity
1500	256	16x16	6	2660	6	2660
	384	24x16	6	4000	6	4000
	576	24x24	8	6000	6	6000
	1024	32x32	12	8000	8	10660



Determine Minimum Footer Size for Square & Rectangular Shapes (Default Soil Capacity)

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Determine Minimum Footer Size for Square & Rectangular Shapes (Default Soil Capacity)

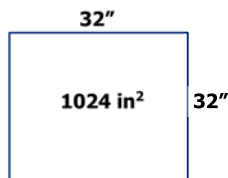
6340

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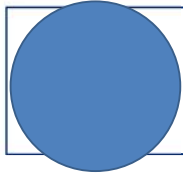
32x32



Footer size 32" x 32" = 1024 in²



Footer size 32" x 32" = 1024 in²



Determine Minimum Footer Size for Circular Shapes

(Default Soil Capacity)

6340

Soil Bearing Capacity	Min. Footing Area (sq. in.)	Min. Footing Dia. (in.)	8x16 single stack		16x16 double stack	
			Min. Thickness	Max. Capacity	Min. Thickness	Max. Capacity
1500	254	18	6	2650	-	-
	452	24	"	4710	6	4710
	615	28	"	6410	"	6410
	800	32	"	8000	"	8370

Determine Minimum Footer Size for Circular Shapes

(Default Soil Capacity)

6340

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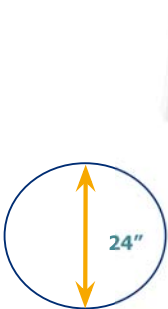


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	615	28	"	6410	"	6410
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Determine Maximum Footer Loading for Circular Shapes (Default Soil Capacity)

2
4
"

Soil Bearing Capacity	Min. Footing Area (sq. in.)	Min. Footing Dia. (in.)	8x16 single stack		16x16 double stack	
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2
4
"

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	615	28	"	6410	"	6410
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Determine Maximum Footer Loading for Circular Shapes (Default Soil Capacity)

2
4
"

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			Min. Thickness	Max. Capacity	Min. Thickness	Max. Capacity
1500	254	18	6	2650	-	-
	452	24	"	4710	6	4710
	615	28	"	6410	"	6410
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Determine Pier Spacing based on Pier Load 4710 (Frame – no perimeter blocking required) Portion of Table 6 shown.

Support Spacing	Roof Load zone and max. section width					
	South (20psf)			Middle (30psf)		
	12ft	14ft	16ft	12ft	14ft	16ft
4ft	2490	2820	3140	2810	3170	3520
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Determine Pier Spacing based on Pier Load

4710

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10ft	6220	7040	7840	7010	7920	8790

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	Soil Bearing Capacity	Min. Footing Area	Min. Footing Dia.	8x16 single stack		16x16 double stack	
				Min. Thickness	Max. Capacity	Min. Thickness	Max. Capacity
Re-evaluate Soil Bearing Capacity				6	2650	-	-
1500	452	24	"	4710	6	4710	
	615	28	"	6410	"	6410	
	800	32	"	8000	"	8370	
2500	254	18	6	4410	-	-	
	452	24	"	7850	6	7850	
	615	28	"	8000	"	10690	
	800	32	"	-	"	13960	

6340

24"

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Alternative Foundations

- permitted with approval of home manufacturer and DAPIA

ALTERNATIVE FOUNDATION SYSTEMS
 Alternative foundation systems or designs are permitted if they are approved by the home manufacturer and the manufacturer's DAPIA, and are in accordance with either of the following:

- Systems or designs are manufactured and installed in accordance with their listings by a nationally recognized testing agency based on a nationally recognized testing protocol; or
- System designs are prepared by a registered engineer or a registered architect or tested and certified by a registered engineer or registered architect in accordance with acceptable engineering practice and are manufactured and installed so as not to take the home out of compliance with the Manufactured Home Construction and Safety Standards.

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Alternative Foundations

- permitted with approval of home manufacturer and DAPIA

Design Approval Primary Inspection Agency

- Equal to design professionals seal for purpose of manufactured housing.
- Req. on designs and manuals

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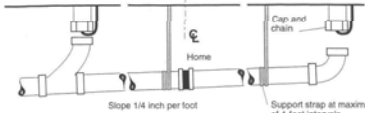
Plumbing Issues

Miscellaneous

- Drain, Waste and Vent

Support pipe 48"oc or less by approved method

ABS to PVC connections by approved methods





Plumbing Issues

Miscellaneous

- Drain, Waste and Vent

Support pipe 48"oc or less by approved method

ABS to PVC connections by approved methods

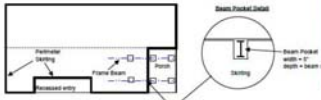




- Follow perimeter of the homes conditioned space.

Decks & Porches when part of home

Fully Vented Panels installed to allow water to drain



Exterior Work Ventilation

REQUIRED (by: Manuf & AE402.6) when skirted

- One square foot of vent per 1,500 square foot of under floor area
- Unless using integral vent skirting vents must be equal size & opposite ends of home
- One ventilation opening within 3ft of each corner

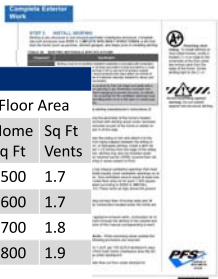


Exterior Work Ventilation

REQUIRED **Foundation Ventilation**
 One sq ft of **Free Air Vent** per 1500 Sq Ft of Floor Area

Home Sq Ft	Sq Ft Vents	Home Sq Ft	Sq Ft Vents	Home Sq Ft	Sq Ft Vents	Home Sq Ft	Sq Ft Vents
1000	.7	1500	1.0	2000	1.3	2500	1.7
1100	.7	1600	1.0	2100	1.4	2600	1.7
1200	.8	1700	1.1	2200	1.5	2700	1.8
1300	.9	1800	1.2	2300	1.5	2800	1.9

Reminder: One sq ft = 144 sq inches



Ventilation Calculations - Integral Skirting

- 28x56 New Home = 1566sqft
- Vapor Barrier REQUIRED
- 1sqft vent per 1500sqft floor space
- Need 1sqft of free vent (144sqinches)
- Use 32" tall center vent (13sqinches)
- $144 / 13 = 12$ panels

Need 112 panels to skirt whole house

Ventilation Calculations - Integral Skirting

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- $144 / 13 = 12$ panels

Need 112 panels to skirt whole house







Vents are required to be equal size and opposite sides of foundation

Amount of venting required: 144sqin



Vents are required to be equal size and opposite sides of foundation

Amount of venting required: 144sqin

Amount of venting provided?



Vents are required to be equal size and opposite sides of foundation

Amount of venting required: 144sqin

Amount of venting provided?

Qty: 2 - 8"x16" block vents



Vents are required to be equal size and opposite sides of foundation

Amount of venting required: 144sqin

Amount of venting provided?

Qty: 2 - 8"x16" block vents

$(8 \times 16 = 128) \times 2 = 256 \text{sqin}$



Vents are required to be equal size and opposite sides of foundation

Amount of venting required: 144sqin

Amount of venting provided?

Qty: 2 - 8"x16" block vents

$(8 \times 16 = 128) \times 2 = 256 \text{sqin}$

All set, right?



Vents are required to be equal size and opposite sides of foundation

Amount of venting required: 144sqin

Amount of venting provided?

Qty: 2 - 8"x16" block vents

$(8 \times 16 = 128) \times 2 = 256 \text{sqin}$

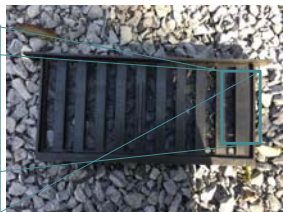
All set, right?



Vents are required to be equal size and opposite sides of foundation

Amount of venting required: 144sqin

Qty: 2 - 8"x16" block vents



Vents are required to be equal size and opposite sides of foundation

Amount of venting required: **144sqin**
144/45=3.2

Min. 4 vents within 3ft of corners



Other notable items.

Pocket Penetrometer



product manual
H-4195

General
The Pocket Penetrometer is designed as a lightweight instrument for use by field personnel to check masonry construction. It is not intended for use as a structural test instrument. It is not intended for use on masonry construction that is not in compliance with the requirements of the Building Standards and Codes.

Construction
The instrument is constructed of aluminum alloy and stainless steel. The handle is constructed of aluminum alloy and is designed to provide a comfortable grip. The spring is constructed of stainless steel and is designed to provide a consistent resistance. The needle is constructed of stainless steel and is designed to provide a consistent reading.

Operation
The reading on the handle of the penetrometer is designed to indicate the field reading for the masonry being tested. To operate, slide the spring against the handle to the desired position of the scale. Then, push the handle against the masonry surface. The needle will penetrate the masonry and the reading on the handle will indicate the field reading. The reading should be recorded on the test report.

Notes
The reading on the handle of the penetrometer is designed to indicate the field reading for the masonry being tested. It is not intended for use as a structural test instrument. It is not intended for use on masonry construction that is not in compliance with the requirements of the Building Standards and Codes.

Storage
The instrument should be stored in a dry, clean, and protected environment. It should be stored in its carrying case when not in use.

Soil Penetrometer, Pocket Style

The instrument should not be used for obtaining foundation design data.

Truss, Engineered Lumber or Timber Construction Placard

"An act to amend the Executive Law, in relation to notice requirements and enforcement for residential buildings with truss type, pre-engineered wood or timber construction."

Addition of Article 18 Executive Law of NY §382-b
Passed by Senate & Assembly 6/20/2014 Signed by Gov. 9/17/2014

19 NYCRR Part 1265 "Residential Structures with Truss Type...Construction"
Adopted 11/18/2014 by Codes Council Effective 1/1/2015

"Each new residential structure and each addition to or rehabilitation of an existing residential structure that utilizes truss type construction, pre-engineered wood construction and/or timber construction shall be identified by a sign or symbol..."

6" DIAMETER

REFLECTIVE WHITE

1/2" STROKE

DESIGNATION FOR STRUCTURAL COMPONENTS THAT ARE OF TRUSS TYPE CONSTRUCTION

VF	FLOOR FRAMING, INCLUDING GIRDERS AND BEAMS
VR	ROOF FRAMING
VFR	FLOOR AND ROOF FRAMING

NEW YORK STATE DEPARTMENT OF STATE Building Standards and Codes

§1265.4 "...affixed to electric box attached to exterior of the residential structure; provided, however that:"



1. If obscure any meter or utility not allow affixation: shall be affixed to exterior adjacent to electric box
2. If no electric box or the attached electric box located where not likely seen by firefighters: shall be affixed in a location approved by LAHJ as a location likely to be seen by firefighters

Affixed prior to issuance of a C.O.

Property owner responsible for maintenance and replacement if necessary

Garage Additions/Add-On Structures



Garage Additions/Add-On Structures

24 CFR 3282.7 "Add-on: any structure (except a structure designed or produced as an integral part of a MH) which, when attached to a MH increases the area, either living or storage..."

Remember- Retailers may not sell MH that has been altered in a way which "causes a failure to conform to" HUD Code

Modifications to MH for purpose of "Add-on" Structures often remove compliance with HUD code

Alternative Construction Approval **REQUIRED**

Issues addressed

Garage independence & support



Alternative Construction Approval **REQUIRED**

Issues addressed

- Garage independence & support
- Roof modification & ventilation



Alternative Construction Approval **REQUIRED**

Issues addressed

- Garage independence & support
- Roof modification & ventilation
- Fire Separation



Alternative Construction Approval **REQUIRED**

Issues addressed

- Garage independence & support
- Roof modification & ventilation
- Fire Separation
- Electrical circuits for Lighting, GFCI & smoke detectors



Alternative Construction Approval **REQUIRED**

Issues addressed

- Garage independence & support
- Roof modification & ventilation
- Fire Separation
- Electrical circuits for Lighting, GFCI & smoke detectors
- Egress Compliance



Alternative Construction Approval **REQUIRED**

Issues addressed

- Garage independence & support
- Roof modification & ventilation
- Fire Separation
- Electrical circuits for Lighting, GFCI & smoke detectors
- Egress Compliance
- Light and ventilation



**YOUR ATTENDANCE HERE TODAY DOES NOT
AUTOMATICALLY GRANT CERTIFICATION**

YOUR ATTENDANCE HERE TODAY DOES NOT AUTOMATICALLY GRANT CERTIFICATION

You must file appropriate application(s)...

NEW YORK Department of State
Division of Licensing Services
 Albany, NY 12242-0001
 Phone: (518) 485-4900
 www.dos.ny.gov

Application for Retailer Certification
 The applicant identified below hereby applies for certification pursuant to Article 21-B of the Executive Law and 19 NYCRR Part 1716.

Instructions: Complete all parts of this application by checking the applicable boxes and filling in the blank spaces as required. Other required information or additional information on attached sheets. Sign and date the completed application and submit with \$200 fee to the above address.

Applicant's Information Check appropriate box: Applicant is a: Individual Trade Name General Partnership Corporation LLC LLP

Applicant's Name: _____
 SSN (if any): _____ Telephone: _____
 Street Address: _____ Fax: _____
 City, State, Zip: _____ Email: _____
 Social Security Number: _____ Federal Taxpayer ID: _____

YOUR ATTENDANCE HERE TODAY DOES NOT AUTOMATICALLY GRANT CERTIFICATION

You must file appropriate application(s)...

Within required timeframe

- Installer – 6 months after completion of training
- Mechanic – 6 months after completion of training

NEW YORK Department of State
Division of Licensing Services
 Albany, NY 12242-0001
 Phone: (518) 485-4900
 www.dos.ny.gov

Application for Retailer Certification
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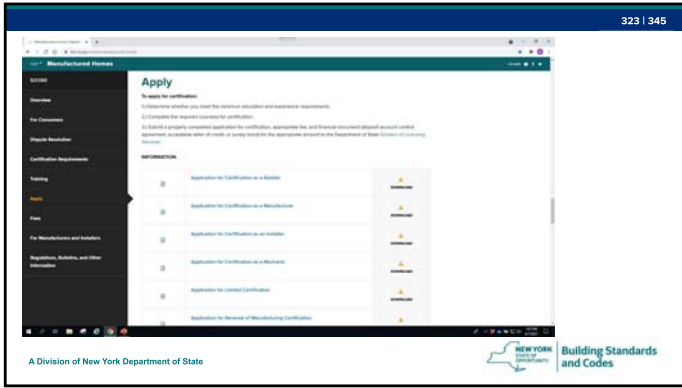
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Applicant's Information Check appropriate box: Applicant is a: Individual Trade Name General Partnership Corporation LLC LLP

Applicant's Name: _____
 SSN (if any): _____ Telephone: _____
 Street Address: _____ Fax: _____
 City, State, Zip: _____ Email: _____
 Social Security Number: _____ Federal Taxpayer ID: _____

<https://dos.ny.gov/code/manufactured-homes>





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Application Attestation

You certify that as of the date of application you are
Under no obligation to pay child support; or
If under an obligation to pay child support

- Not more than 4 months in arrears or are making payments under plan

And...

A Division of New York Department of State

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Application Attestation

You certify that as of the date of application you are
Under no obligation to pay child support; or
If under an obligation to pay child support

- Not more than 4 months in arrears or are making payments under plan

And...

Have NYS Workers' Compensation & Disability Benefits coverage; or
Qualify for and have exemption from coverage requirements

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Application Social Security & Federal ID Numbers

So you have to provide them?

YES, Disclosure is mandatory

- DOS is required to collect for all licensees.
- Authority: §5 of Tax Law & §3-503 General Obligations Law.
- The information may be used for tax administration and child support administration.
- Privacy Notice is part of application.

Application Denial

- Notification in writing from DOS
- Right to appeal within 35 days





TOP REASONS WHY:

- The check amount is wrong. Licensing recommends individual checks for individual applications.



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- **Previous experience detail. Licensing wants much more detail. Saying general contracting is not enough detail.**

C. of O. and Financial Security

- Remember this slide from earlier.

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Financial Security
"A person or business entity certified... must maintain an acceptable deposit account, letter of credit or surety bond in full force and effect..."

At all times while certification is in effect;
 At all times while certification is suspended; and
 At all times following the expiration or revocation of certification until the expiration of timeframe under which a homeowner can file a complaint...

Standards for certification as a ...

- 1210.04 ... manufacturer.
- 1210.05 ... retailer.
- 1210.06 ... installer.
- 1210.07 ... mechanic.

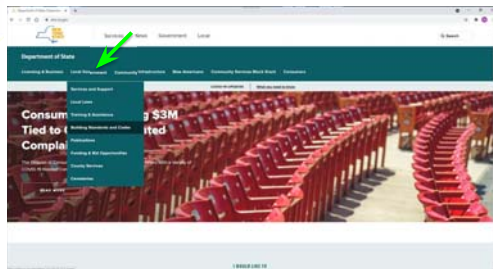
C. of O. and Financial Security

- Request to release Financial Security
 - Certified entity shall prove that the timeframe under which a homeowner has to file a complaint has expired.
 - Submit copy of CO to DOS
 - Other information as may be required
 - Attestation & Affidavit

Important links and other information



<https://dos.ny.gov>



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new <https://dos.ny.gov/building-standards-and-codes>

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NEW YORK STATE DEPARTMENT OF STATE Building Standards and Codes

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Building Standards and Codes

CURRENT BUILDING CODES OF NEW YORK STATE

The Code
The Uniform Fire Prevention and Building Code (Uniform Code) and the State Building Code (Building Code) are the primary codes that regulate the construction of buildings in New York State. The Code is the New York State Building Code (NYBC) and the Building Code is the New York State Building Code (NYBC).

Regulations
Various other parts of the NYBC code requirements related to the Uniform Code and Building Code. This code also includes the enforcement and administration of the code, uniform procedures, building standards, standards for professional practice, building codes, and other related codes and regulations. For more information, visit [www.dos.ny.gov/building-standards-and-codes](#).

[Learn More](#) [Learn More](#)

2020 IMPROVEMENTS INTRODUCED A BUILDING SAFETY IMPROVEMENTS

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NEW YORK STATE DEPARTMENT OF STATE Building Standards and Codes

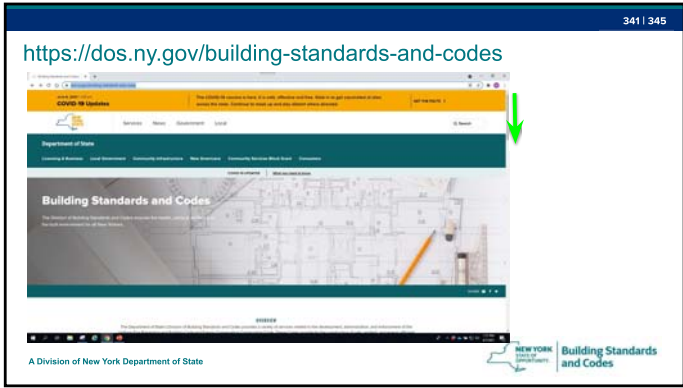
340 | 345

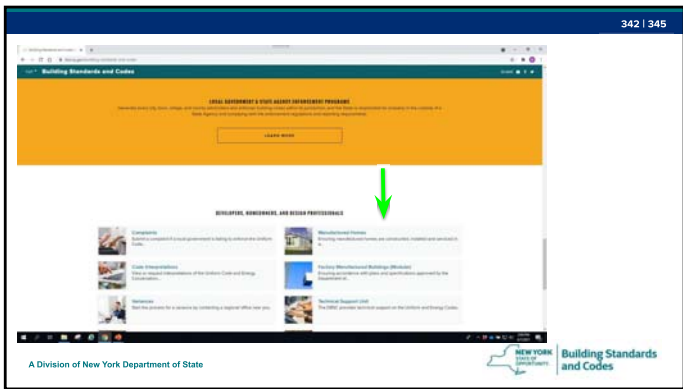
Redirected: <https://codes.iccsafe.org/codes/new-york>

New York Building Codes

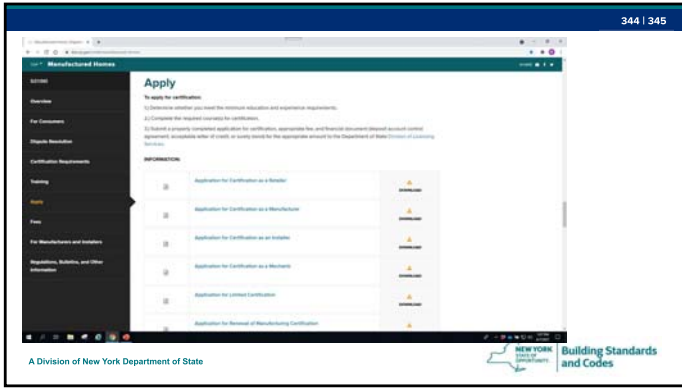
A Division of New York Department of State

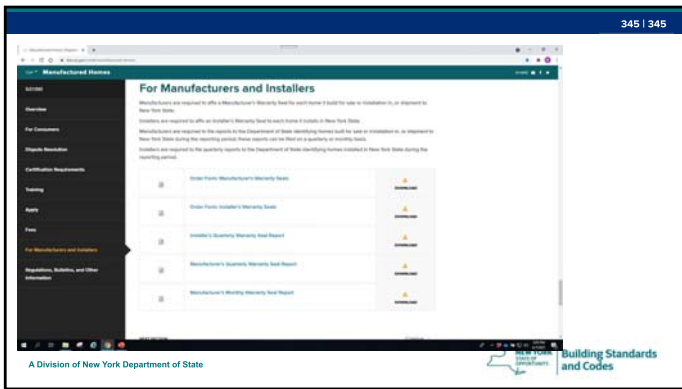
NEW YORK STATE DEPARTMENT OF STATE Building Standards and Codes

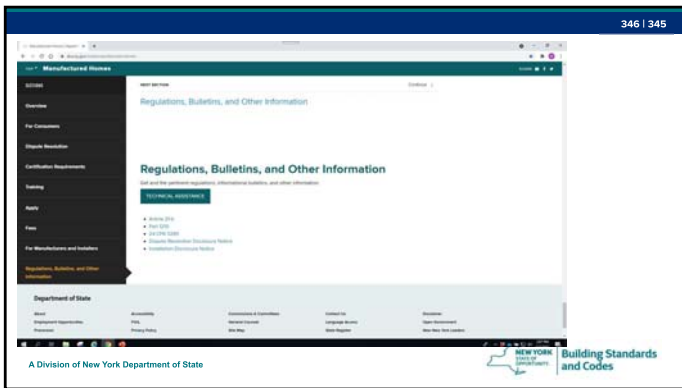












HUD Model Installation Standard (24-CFR-3285, 2016)
<https://www.gpo.gov/fdsys/pkg/CFR-2016-title24-vol5/pdf/CFR-2016-title24-vol5-part3285.pdf>

NFPA 225 (2017) Manufactured Home Installation © \$\$\$
<http://catalog.nfpa.org/NFPA-225-Model-Manufactured-Home-Installation-Standard-P1241.aspx?icid=D729>

Reminders

Rule #1 Building Permits and C.O.s are required for the installation



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Rule #2 Follow the Manufacturer's Instructions



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Rule #2 Follow the Manufacturer's Instructions

Rule #3 C.O. and A.C. Inspection **PRIOR** to move-in



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Attendees sign the Class Registration List to receive credit

Participant Name	Participant ID	Participant Email	Participant Signature	Participant Photo
John Hancock	<input type="checkbox"/>	jhancock1989@yahoo.com	<i>John Hancock</i>	<input type="checkbox"/>
	9876	(518)555-1234	<i>John Hancock</i>	
<small>Printed Name</small>	<small>Participant ID</small>	<small>Email Address</small>	<small>Participant ID</small>	<small>Participant ID</small>

Course Attendance Issues

The Division of Building Standards and Codes cannot give course attendees credit for a course without the required signatures.

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What can I clear up?

Contact Information
 New York, Department of State
 Division of Building Standards & Codes
 One Commerce Plaza
 99 Washington Ave.
 Albany NY 12231-0001
 Phone: (518) 474-4073
 Manufactured.housing@dos.ny.gov



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What can I clear up?

Contact Information

MHC Consultants
160 Wilkinson Rd.
Fairport NY 14450
Phone: 585-794-7545
joel@consultwithmhc.com



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Building Standards
and Codes

*Ensuring the Health, Safety and Resilience of the
built environment for all New Yorkers*
