# **GLENN COUNTY** Planning & Community Development Services Agency

225 N Tehama St Willows, CA 95988

## 530.934.6540 www.countyofglenn.net



# MINIMUM REQUIREMENTS FOR OBTAINING A BUILDING PERMIT MANUFACTURED HOME ON A PERMANENT FOUNDATION SYSTEM (PFS)

Please utilize the following checklist when submitting applications for a manufactured home in Glenn County <u>ALL</u> items on the checklist must be submitted at the time of submittal unless specifically stated otherwise <u>INCOMPLETE</u> plans will not be accepted.

- 1. A plan check fee payable to the Glenn County PCDSA will be required at the time of submittal of the complete permit application package.
  - 2. Complete the **County of Glenn Application Development Permit** form.
- 3. A plot plan showing the location of the proposed manufactured home and all other structures and improvements on the property. Indicate dimensions between structures and from each structure to all property lines.
- 4. The Manufactured Home's floor plan showing overall dimensions of the home.
- 5. State approved Permanent Foundation System plan, or foundation plans designed by an engineer or architect licensed by the State of California.
  - 6. The manufactured home set-up manual along with the plans showing the type, size and spacing of main beam and/or perimeter supports and footings. Please see MH Support Data form.
    - 7. The original plans (or designed by licensed engineer) showing the loads of the marriage line columns, and the type, size and location of the marriage line footings.
- 8. Gas demand of the home in BTU's per hour. Please see MH Installation Data form.
- 9. A copy of the details/plans for the exit stairs, landings, handrails to be installed on the manufactured home.
- 10. Provide a copy of the Grant Deed complete with description of the property.
- 11. Provide a copy of the "Manufactured Home Purchase Order and Federal Disclosure Statement" or a sales receipt.
  - 12. Provide the copy of the "Manufacturers Certificate of Origin" (MCO) prior to building final. If the MCO is not available, provide a copy of the State of California Department of Housing and Community Development registration card.

Building Inspection Division – 225 N Tehama Street, Willows, CA 95988

- \_\_\_\_13. Complete all information on the 3 following forms: HCD 433A, 433B and Declaration.
- <u>14</u>. Complete the Construction Waste Management Plan.
- 15. Complete the Landscape Certification and MWELO forms as they apply.
- \_\_\_\_16. Impact Fees Development Impact fees will be collected per Glenn County Resolution 2007-71.
- \_\_\_\_17. Approval from the PCDSA Planning Division for zoning, plot plan approval, setbacks, 2<sup>nd</sup> dwellings and any special requirements that may apply.
- 18. Approval from PCDSA Environmental Health Division regarding sewage disposal system and domestic well permits.
- \_\_\_\_19. Encroachment Permit as required by the Glenn County Public Works Department. Applications are available at 777 N Colusa Street, Willows, CA 95988.
- 20. School District Development fees. Forms will be filled out by the Building Division at time of pan submittal and provided to the applicant if installation is in an area where Developer Fees are required. The fees are to be paid directly to the appropriate school district and a copy of payment provided to the Building Division prior to issuance of a building permit.
  - Hamilton City District Office NE corner of Hwy 32 (Sixth St) & County Road 203, Hamilton City. 530-826-3261.
  - Orland District Office 1320 6<sup>th</sup> St, (Hwy 99) Orland, CA 95963. 530-865-1200.
  - Willows District Office 823 W Laurel St, Willows, CA 95988. 530-934-6600.
  - \_\_\_\_21. Prior to final provide checks for the following:
    - Fee to record HCD 433A payable to the Glenn County Recorders Office. This fee will be \$89 for the first page plus \$3 for each additional page recorded. (Building Division staff will determine cost)
    - State fee of \$11 per transportable unit payable to California Department of HCD (\$11 single wide unit, \$22 double wide unit, \$33 triple wide unit, etc.).
  - \_\_\_\_22. Review additional information provided:
    - MH Installation final inspection requirements.
- \_\_\_\_\_23. Additional information and documentation as required by the Building Official.

**NOTE:** Manufactured homes cannot be older than 10 years from manufacturer date to permit submittal date.

# ALL INFORMATION IDENTIFIED ABOVE IS REVIEWED AND APPROVED BY THE BUILDING DIVISION PRIOR TO ISSUANCE OF A BUILDING PERMIT



# **DEVELOPMENT PERMIT APPLICATION**

MANUFACTURED HOME – YES NO

| PROPERTY OWNER / APPLICANT INFORMATION  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|
| LANDOWNER'S NAME:   | ASSESSOR'S PARCEL #:                             |  |  |  |  |  |
| LANDOWNERS MAILING ADDRESS:   |  |  |  |  |  |  |
| APPLICANTS NAME & ADDRESS:  |  |  |  |  |  |  |
| PROJECT ADDRESS:  |  |  |  |  |  |  |
| DETAILED PROJECT DESCRIPTION:   |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| ELECTRICAL: PLUMBING: MECHANICAL: BUILDING USE:   | OWNER EMAIL:                                     |  |  |  |  |  |
| I HEREBY AFFIRM UNDER PENALTY OF PERJURY THAT THE INFORMATON PROVIDED HEREIN IS TRUE AND CORRE          | ECT:   |  |  |  |  |  |
| SIGNATURE:  | DATE:  |  |  |  |  |  |
| CONTRACTOR INFORMA  |  |  |  |  |  |  |
| CONTRACTOR NAME:  |  |  |  |  |  |  |
| CONTRACTOR ADDRESS:   |  |  |  |  |  |  |
| CONTRACT PRICE: \$EMAIL:  |  |  |  |  |  |  |
| APPLICANT TO CONTACT ALL DEPARTMENTS BELOW FOR ANY REQUIREM   |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| APPLICATION #: FLOOD ZONE: FLOOD  |  |  |  |  |  |  |
| ZONING: REQUIRED SETBACKS: FRONT: SIDE:   |  |  |  |  |  |  |
| PLOT PLAN/ SITE PLAN APPROVAL: YES: NO: COMME   |  |  |  |  |  |  |
|   | ENT:   |  |  |  |  |  |
| PERMITTED USE IN ZONE: YES: NO: COMME   |  |  |  |  |  |  |
| APPROVED FOR ISSUANCE BY:   | DATE:  |  |  |  |  |  |
| ENVIRONMENTAL HEALTH DE   | DADTMENT   |  |  |  |  |  |
| PROJECT COMPATIBLE WITH WELL: YES:  | NO: N.F.A.R.:                                    |  |  |  |  |  |
| PROJECT COMPATIBLE WITH WELL:     TES:       PROJECT COMPATIBLE WITH SEWAGE DISPOSAL SYSTEM:     YES:   | NO: N.F.A.R.:                                    |  |  |  |  |  |
| COMMERCIAL FOOD FACILITY PLANS APPROVED:     YES:   | NO: N.F.A.R.:                                    |  |  |  |  |  |
| APPROVED FOR ISSUANCE BY:   | DATE:  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| PUBLIC WORKS DIVISI   | ION  |  |  |  |  |  |
| PROJECT HAS BEEN SUBMITTED FOR REVIEW AND APPLICANT HAS APPLIED FOR THE F                               | FOLLOWING PERMITS:                               |  |  |  |  |  |
| APPLICATION #:  |  |  |  |  |  |  |
| ENCROACHMENT: IMPROVEMENT PLAN CHECK: IMPROVEMENT IN  |  |  |  |  |  |  |
| APPROVED FOR ISSUANCE BY:   | DATE:  |  |  |  |  |  |
| AIR POLLUTION CONTROL I   | DISTRICT   |  |  |  |  |  |
| COMMERCIAL CONSTRUCTION AND ANY WORK WHICH WILL EMIT AIRBORNE PARTICU                                   |  |  |  |  |  |  |
| AIR POLLUTION CONTROL IN CONNECTION WITH POLLUTION CONTROL REGULATIONS                                  | 5.   |  |  |  |  |  |
| APPROVED FOR ISSUANCE BY:   | DATE:  |  |  |  |  |  |
| FIRE AUTHORITY  |  |  |  |  |  |  |
|   | APPROVED THIS APPLICATION FOR DEVELOPMENT PERMIT |  |  |  |  |  |
| (NAME OF DISTRICT)  |  |  |  |  |  |  |
| APPROVED FOR ISSUANCE BY:   | DATE:  |  |  |  |  |  |
| PRIOR TO APPLYING FOR A BUILDING PERMIT APPLICANT TO CONTACT ALL DEPARTMENTS ABOVE FOR ANY REQUIREMENTS |  |  |  |  |  |  |
| BUILDING INSPECTION DI  | VISION   |  |  |  |  |  |
| APPLICATION #: PLOT PLAN REQUIRED: YES:   | NO:  |  |  |  |  |  |
| # OF PLANS TO BE FURNISHED: DESIGN OCC. LOAD: C   |  |  |  |  |  |  |
| SCHOOL FEES REQUIRED: YES: NO: SCHOOL DISTRICT:   | AMOUNT:  |  |  |  |  |  |
| APPROVED FOR ISSUANCE BY:   | DATE:  |  |  |  |  |  |

# How do I get a Building Permit? *First – Prepare!*

# Prior to submitting for a building permit, check with the following departments. <u>If requirements of other</u> <u>departments cannot be met, a building permit will not be issued.</u>

## 1. Check Planning/Zoning regulations and fees.

Prior to submitting for a building permit, you will need to contact the Planning Department staff in order to determine if your property is zoned for the type of project you want to do and for any permits and fees involved at <u>Planning@countyofglenn.net</u>.

## 2. Check Environmental Health regulations and fees.

Prior to submitting for a building permit, contact the Environmental Health Department in order to determine if there are regulations that may affect your project and for any permits and fees involved at <u>Environmental@countyofglenn.net</u>.

### 3. Check Public Works regulations and fees

Prior to submitting for a building permit, contact the Public Works Department to determine if there are regulations that may affect your project and for any permits and fees involved <u>publicworks@countyofglenn.net</u>.

## 4. Check Air Pollution Control District regulations and fees

Prior to submitting for a building permit, contact the Air Pollution Control District to determine if there are regulations that may affect your project and for any permits and fees involved at <u>APCD@countyofglenn.net</u>.

## 5. Check with your Fire Authority regulations and fees

Prior to submitting for a building permit, contact your Fire Authority to determine if there are regulations that may affect your project and for any permits and fees involved.

### 6. Check your flood zone

Check your flood zone at: <u>FEMA Map Service Center</u> If your project is in a flood zone there will be additional FEMA requirements and costs that may affect your project.

### 7. Prepare Application Forms, Plans and Supplemental Documents

**Prepare** a complete building permit application using the **Building Permit Application Completeness Checklist**. All required documents must be submitted together as a **complete package**. *Incomplete submittals will not be accepted*. Contact the Building Department to determine if there are regulations that may affect your project and for any fees involved.

# **Ready to Apply?**

### Apply

After contacting the above departments and confirming your project will be able to proceed, you will need to gather the development permit application, plans and all supplemental documents (See #7 above). All plans and supplemental documentation are to be provided digitally to gcbuilding@countyofglenn.net.

### Pay intake fees

Once plans have been screened for completeness, building department staff will notify you of the plan review fee cost.

### **Plan Check Review**

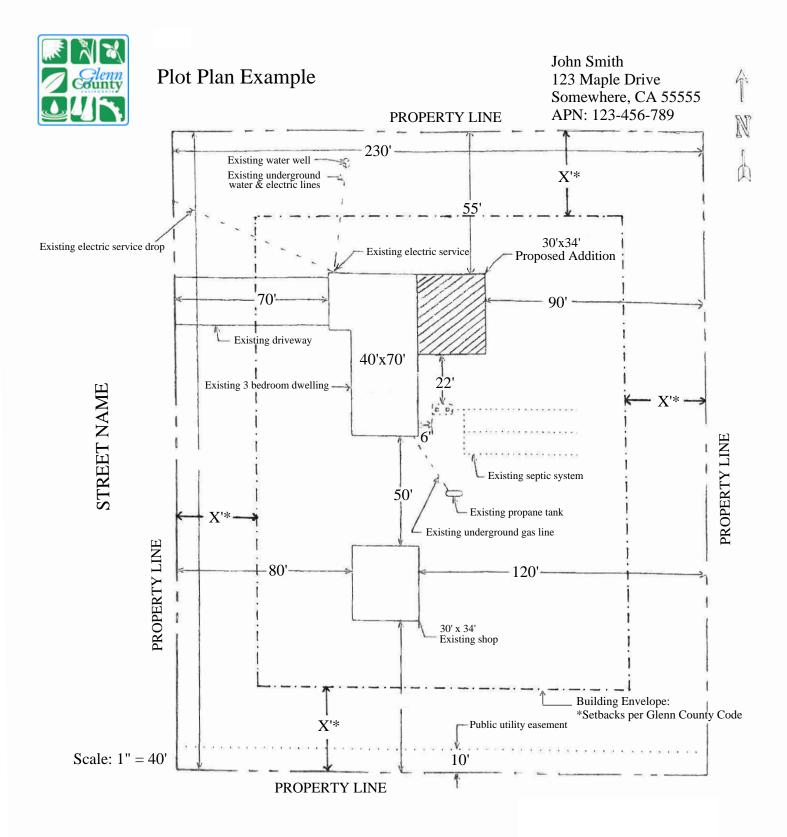
County and/or outside agency staff review your project to check that it is complete and complies with code requirements. If being reviewed by the outside agency, instructions will be provided on how and where to download your plans for review. If corrections are required, resubmit your plans and documents as instructed by either the County building division or outside agency.

#### **Final Building Permit payment**

Once all county departments have approved the project, building department staff will notify you of the final building permit fees due.

### Permit Issuance

Permits may be signed by the property owner (with completion of the Owner-Builder form), the authorized agent for the property owner (with completion of the Owner-Builder form), Licensed contractors and an authorized agents for the licensed contractor (if agents has provided a current letter of authorization from the contractor). Instructions will be given on how to download your approved permit, plans and other documentation.



# PLEASE SHOW THE FOLLOWING ON YOUR PLOT PLAN:

- $\checkmark$  Location and distance between proposed and existing buildings.
- $\checkmark$  Building setback distances from proposed project to all property lines.
- ✓ Building Envelope, with correct setback distances per Glenn County Code.
- $\checkmark$  Location of sewage systems (proposed and existing).
- $\checkmark$  Water supply or well location.
- $\checkmark$  Easements (roads or utilities).

- $\checkmark$  North direction arrow.
- $\checkmark$  All adjacent street names.
- $\checkmark$  Plot plan scale size.
- $\checkmark$  Name of property owner.
- $\checkmark$  Address of proposed project.
- ✓ Assessor Parcel Number (APN).

# MANUFACTURED HOME SUPPORT DATA

| MH Manufactur      | er:            |                    |                  |             | Manufacture Y             | ear:                   |        |
|--------------------|----------------|--------------------|------------------|-------------|---------------------------|------------------------|--------|
| If other than sing | gle wide, furr | nish Setup Mode    | l Number:        |             |                           |                        |        |
| Width:             | ft.            | Length:            | ft.              | Tagalong or | Expando Size:             | ft. x                  | ft.    |
| On all MHs unit    | s manufactur   | ed after October   | 7, 1973, furnish | manufacture | r's installation manual a | nd structural setup sh | leets. |
| FOOTINGS:          | Wood press     | ure treated or for | undation grade   | ( )         | Other:                    | -                      |        |
| <b>SUPPORTS:</b>   | Concrete       | block ( )          | Other:           |             |                           |                        |        |
| Provide Tie        | Down Spec      | cification for     | all MHs:         |             |                           |                        |        |

| Line 2<br>Line 2<br>Line 2<br>Line 3<br>Line 2<br>Line 2<br>Line 2<br>Line 1<br>Line 1 | tine 1<br>tine 2<br>tine 2<br>tine 1 |       |           | Multi-Wide         |   |        |    |
|--|--------------------------------------|-------|-----------|--------------------|---|--------|----|
| Main Beams       Line 2         Line 1       Line 5         Line 1       Line 5         Line 1       Line 1         Line 2       Line 1         Line 3       Line 1         Line 4       Line 1         Line 2       Line 1  | Line 1                               |       |           |                    |   | Line 1 |    |
| Line 1 Line 1 Line 1 Line 1 Line 5 Line 1 Line 5 Line 1 Li   |                                      |       |           | Main Beams         | + | Line 2 |    |
| Line 1          Line 1       Image: State of the sta  |                                      |       |           |                    | * | Line 2 |    |
| Line 1 Line 2 Line 2 Line 2 Line 2 Line 2 Line 2 Line 1 Line 4 Line 1 Li   |                                      |       |           | Main D             | • | Line 3 |    |
| Line 5<br>Tag or Triple<br>Line 4<br>Line 1<br>Line 1<br>Deparings:<br>Size minimum:<br>(] X [<br>Size minimum:<br>(] X [<br>Line 4 Piers:<br>Size minimum:<br>(] X [<br>Size minimum:<br>(] X  |                                      |       |           |                    |   | Line 2 |    |
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| Line 1 Piers:       Line 1 Openings:         Size minimum:       []X[]         Size minimum:       ·         Size minimum:       []X[]         Size minimum:       ·   | *                                    |       |           | ×                  |   |        |    |
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| From ends-maximum:   |                                      | [ ]X[ | ]         |                    | [ | ] X [  | ]  |
| <i>Line 3 Roof Loads:</i> Size minimum:  |                                      |       |           |                    |   | د      | دد |
| Size minimum:  | From ends-maximum:                   | ٢     | ۰۵        | From ends-maximum: |   | د      | "  |
| Size minimum:  | Line 3 Roof Loads:                   |       |           |                    |   |        |    |
| ocation (from rear):   |                                      |       |           |                    |   |        |    |
|  | Location (from rear):                |       |           |                    |   |        |    |

Size minimum: Location (from rear):

# **GLENN COUNTY Planning & Community Development Services Agency**

225 N Tehama Street Willows, CA 95988 530.934.6546 www.countyofglenn.net



# MANUFACTURED HOME INSTALLATION DATA

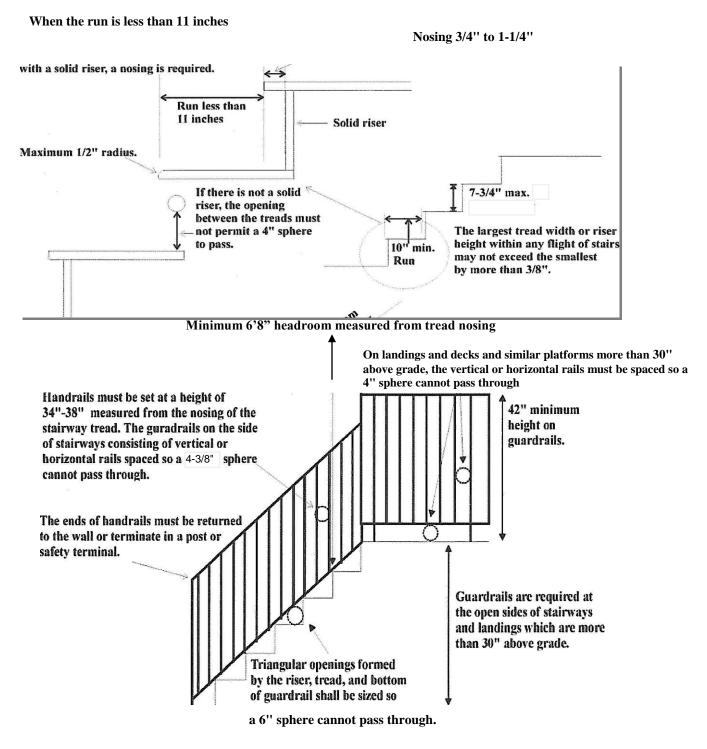
| 1.            | Owner's Name:   |  |
|---------------|---|--|
| 2.            | Assessor's Parcel No.:  |  |
| 3.            | Installer's Name:   |  |
| 4.            | Is the site currently under permit? Yes   | No Permit No.  |
| 5.            | Is the site an existing site? Yes No  | (If yes, furnish three plot plans).  |
| 6.            | What is the electrical rating of the MH unit?   | Amperes  |
| 7.            | What is the MH site circuit breaker rating?   | Amperes  |
| 8.            | What is the electrical rating of the MH site?   | Amperes  |
| 9.            | Is the main service remote from the MH site?<br>If it is, what is the rating? Amper             | Yes No   |
| 10.           |   | ectric service (i.e. well, garage, etc.)?<br>e identify the load and size: |
|               | <ul> <li>a) The MH site:</li> <li>Load Amp</li> <li>b) The main service:</li> </ul>             | eres   |
|               | Load Amp  | eres   |
| 11.           | Type of gas service at MH site: Natural   | Propane None   |
| 12.           | Size of gas pipe at the MH site from the meter or tank:   | inches   |
| 13.           | What is the gas pipe length from the meter or tank to the MH                                    | ? feet   |
| 14.<br>*(This | What is the MH gas demand?<br>information is not required if the pipe length is less than 6 fee | B.T.U.*<br>t on natural gas or less than 50 feet on propane.)              |

# **GLENN COUNTY Planning & Community Development Services Agency**

225 N Tehama Street Willows, CA 95988 530.934.6546 www.countyofglenn.net



# Residential Stairways and Landings Building Division



### RECORDING REQUESTED BY:

COUNTY OF GLENN PLANNING & COMMUNITY DEVELOPMENT SERVICES AGENCY

## AND WHEN RECORDED MAIL TO:

NAME

STREET GLENN COUNTY - PCDSA ADDRESS 225 N TEHAMA ST WILLOWS, CA 95988

CITY, STATE and ZIP

### SPACE ABOVE THIS LINE FOR RECORDER USE ONLY



#### STATE OF CALIFORNIA - BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT DIVISION OF CODES AND STANDARDS MANUFACTURED HOUSING PROGRAM

#### NOTICE OF MANUFACTURED HOME, MOBILEHOME, OR COMMERCIAL MODULAR INSTALLATION ON A FOUNDATION SYSTEM

Recording of this document by the enforcement agency indicates compliance with California Health and Safety Code section 18551(a). This document is evidence that the enforcement agency has inspected the installation and issued a Certificate of Occupancy, form HCD 513C, for the manufactured home/mobilehome (MH) or commercial modular described herein, upon the real property described with certainty below, as of the date of recording. When recorded, this document shall be indexed by the county recorder to the named owner of the real property and shall be deemed to give constructive notice as to its contents to all persons thereafter dealing with the real property.

#### ALL INFORMATION BELOW MUST BE ENTERED BY THE ENFORCEMENT AGENCY

#### ENFORCEMENT AGENCY INFORMATION

| REAL PROPERTY OWNER NA  | AME(S)  |                                       |            | ENFORCEMENT AGENCY ISSUIN  | G PERMIT and CERTIFICATE OF OCC | CUPANCY                        |                  |
|---|---|---------------------------------------|------------|--|---------------------------------|--------------------------------|------------------|
| MAILING ADDRESS   |   |                                       |            | MAILING ADDRESS  |                                 |                                |                  |
| CITY  | COUNTY  | STATE                                 | ZIP CODE   | CITY   | COUNTY                          | STATE                          | ZIP CODE         |
| INSTALLATION ADDRESS (If o  | different)                                      |                                       |            | BUILDING PERMIT NO.  | TELE                            | EPHONE NUMBER                  |                  |
| CITY<br>IDENTIFY THE TYPE OF LANI<br>FEE-SIMPLE DEED TO<br>RESIDENT-OWNED M<br>MH CONDOMINIUM M | o The Property Long-T<br>Im Subdivisions MH Sto | STATE<br>ERM LEASE<br>CK COOPERATIVES | ZIP CODE   | EVIDENCE OF UNIT LIEN<br>PROVIDED/ATTACHED—S<br>SIGNATURE OF ENFORCEMI |                                 | TO INSTALLATION<br>ipplicable) | DATE             |
| OWNER INFORMA   |   |                                       |            | DEALER NAME (If not a dealer sal                                       |                                 |                                |                  |
| MAILING ADDRESS   | COUNTY  | STATE                                 | ZIP CODE   | DEALER BUSINESS ADDRESS  |                                 |                                |                  |
| MANUFACTURED  | HOM E/M OBIL EHOM E/CO                          | MMERCIAL MO                           | DULAR UNIT |  | COUNTY                          | STATE                          | ZIP CODE         |
| MANUFACTURER NAME   |   |                                       |            | AME / NUMBER   |                                 | MANU                           | JFACTURE DATE    |
| SERIAL NUMBER(S)  |   |                                       |            | · · ·  |                                 |                                |                  |
| LENGTH x WIDTH  |   |                                       | CAINSIG    | NIA(S)/HUD LABEL NUMBER(S)   |                                 |                                |                  |
| ASSESSOR'S PARCEL NUMB  | er<br>LEGAL DESCRIPTION                         |                                       | HCD REC    | SISTRATION DECAL NUMBER  |                                 | MCO NUMBE                      | ER (New MH only) |
|   |   |                                       |            |  |                                 |                                |                  |

### NOTICE OF MANUFACTURED HOME, MOBILEHOME, OR COMMERCIAL MODULAR INSTALLATION ON A FOUNDATION SYSTEM

### **GENERAL GUIDE AND INSTRUCTIONS**

# A building permit is required from the enforcement agency to construct a foundation system (under new units or retrofits to existing units). To apply for a building permit—the owner, dealer, or contractor must comply with certain provisions of the California Health and Safety Code, as follows:

- 1) Provide evidence that the registered owner(s) of the unit(s) to be installed either holds title or is purchasing the real property on which the installation is to be made, or written evidence of ownership in a resident-owned subdivision, stock cooperative, MH condominium mobilehome park, or holds a transferable lease on the property with a term of 35 years or more. If the term of the lease is less than 35 years, the term must be mutually agreed to by the lessor and lessee and may not be revocable by the lessor, except for cause. Written evidence must specify the type of land ownership.
- 2) Provide written evidence that the registered owner(s) owns the unit(s) free of any liens or if there is a lienholder(s), that lienholder(s) has consented to the placement of the unit(s) on a foundation system as an improvement to the underlying property.

If the Department of Housing and Community Development's (HCD's) registration and title records for the unit do not match the name of the applicant, the applicant shall correct the recorded information with HCD before the enforcement agency can approve the ownership interest, the unit installation or record this form with the county recorder's office.

Note: An enforcement agency may obtain a title search from HCD's Registration and Titling Program. The information on the title search may be compared to the information shown on the surrendered HCD Certificate of Title or Department of Motor Vehicle (DMV) pink slip(s) and registration card(s) (see below). This will ensure that the most recent ownership and registration documents have been submitted to the enforcement agency and that the registered owner owns the unit(s) free of any liens or encumb rances. Where the title search indicates a recorded legal owner or junior lienholder, or both, evidence should be provided to the enforcement agency that the legal owner or junior lienholder, or both, have been paid in full or that the legal owner or junior lienholder, or both, consent to the attachment of the unit(s) upon the satisfaction of their liens by the registered owner.

- 3) Provide the plans and specifications required by HCD regulations.
- 4) Provide the approved manufacturer's installation instructions or plans and specifications signed by a licensed California architect or engineer covering the installation of the unit(s).
- 5) Pay building permit fees as required by the local jurisdiction is suing the building permit.
- 6) <u>Complete an original and three (3) copies of form HCD 433A with all information available at the time the building permit is issued for the installation of a manufactured home, mobilehome, or commercial modular unit(s).</u>
- 7) Pay a state fee of \$11.00 per transportable section and submit with form HCD 433A.

# After installation is complete and prior to issuance of a form HCD 513C. Certificate of Occupancy, the following requirements must be met:

- 1) If the unit(s) has been sold to the owner by a dealer, all information not originally available to complete form HCD 433A [*i.e., manufacturer name, serial number(s), date of manufacture, dealer's license number and HCD insignia(s)/HUD label number(s)*] must be completed. Incomplete forms will be returned for completion.
- 2) If the unit(s) is owned by the individual requesting installation, the following items are required to be surrendered to the local building department prior to issuance of a Certificate of Occupancy:
  - Certificate of Title and Registration issued by either HCD or DMV
  - Any license plates or decals issued by either HCD or DMV

#### CAUTION: DO NOT REMOVE THE HCD INSIGNIA(S)/HUD LABEL(S) THAT CERTIFY THE COMPLIANCE OF THE UNIT(S).

- 3) When form HCD 433A is completed with all required information and all titles, certificates, plates, or decals (*if required*) surrendered, a Certificate of Occupancy may be issued and form HCD 433A recorded with the county recorder. The owner is to be provided with a copy of form HCD 433B—Notice to Assessor by the local building department. The owner is required to complete and submit the Notice to Assessor to the county assessor.
- 4) Within five (5) business days of the issuance of the Certificate of Occupancy, the enforcement agency shall record this document with the county recorder's office.
- 5) Once recorded, the enforcement agency shall transmit all of the following: the recorded copy of form HCD 433A; a copy of the Certificate of Occupancy; fees collected in the amount of \$11.00 per transportable section; and, *if unit currently titled as personal property*, all applicable titles, certificates, license plates, or registration decals to:

Department of Housing and Community Development Division of Codes and Standards Registration and Titling Program P.O. Box 277820 Sacramento, CA 95827-7820

For information on establishing a Requester Account for obtaining title search printouts online or for general information contact HCD at (800) 952-8356 or via email at <u>ContactRT@hcd.ca.gov</u>.



# STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT DIVISION OF CODES AND STANDARDS

## NOTICE TO ASSESSOR

THIS FORM MUST BE COMPLETED BY THE OWNER OF A MANUFACTURED HOME, MOBILEHOME OR COMMERCIAL MODULAR AND FORWARDED TO THE COUNTY ASSESSOR UPON COMPLETION OF THE INSTALLATION OF THE UNIT ON A FOUNDATION SYSTEM PURSUANT TO SECTION 18551 HEALTH AND SAFETY CODE.

### **ORIGINAL PURCHASE PRICE FOR:**

| 1. The Basic Unit      | \$                   | Type of Exterior Wall  | Covering:  |              |                       |    |
|------------------------|----------------------|------------------------|------------|--------------|-----------------------|----|
|                        |                      |                        |            | (1           | Metal, Wood, etc.)    |    |
| 2. Optional Equipment  | nt & Upgrades \$     |                        |            |              |                       |    |
| 3. Subtotal            | \$                   | Type of Roof Covering  |            |              | d, Composition, etc.) |    |
| 4. Accessories & Acces | ssory Structures \$  | Heating Type:          | rced Air   | □ Floor or V | Wall                  |    |
| 5. Other (Specify)     | \$                   | Air Conditioning:      | □ YES      | □ NO         | Tons                  |    |
|                        |                      | Evaporative Cooler:    | $\Box$ YES | $\square$ NO |                       |    |
| 6. Delivery & Installa | tion \$              | Built-in Cooktop:      | $\Box$ YES | $\square$ NO |                       |    |
|                        |                      | Built-in Oven:         | $\Box$ YES | $\square$ NO |                       |    |
| 7, TOTAL SALES PR      | RICE \$              | Built-in Dishwasher:   | $\Box$ YES | $\square$ NO |                       |    |
|                        |                      | Built-in Wet Bar:      | $\Box$ YES | $\square$ NO |                       |    |
|                        |                      | Refrigerator:          | $\Box$ YES | $\square$ NO |                       |    |
| DOES THE BASI          | C PRICE INCLUDE:     | Roof Overhang (Eaves): | $\Box$ YES | $\square$ NO | inches                |    |
| The Towbar(s)          | $\Box$ YES $\Box$ NO | Furniture Included:    | $\Box$ YES | $\square$ NO | Value \$              |    |
| Tires & Wheels         | $\Box$ YES $\Box$ NO |                        |            |              |                       |    |
| Wheelhubs & Axles      | $\Box$ YES $\Box$ NO |                        |            |              | (LENGTH X WIDTH       | )  |
|                        |                      | Carport:               | $\Box$ YES | $\square$ NO | X                     |    |
| LIST NUMBER O          | OF ROOMS:            | Awning:                | $\Box$ YES | $\square$ NO | <u> </u>              |    |
|                        |                      | Porch:                 | $\Box$ YES | $\square$ NO | <u> </u>              |    |
| Bedrooms               | Dining Room          | Garage:                | $\Box$ YES | $\square$ NO | X                     |    |
|                        |                      | Storage Shed:          | $\Box$ YES | $\square$ NO | <u> </u>              |    |
| Baths                  | Family Room          | Skirting:              | $\Box$ YES | $\square$ NO | LINEAL FEI            | ΞT |
| Kitchen                | Utility Room         |                        |            |              |                       |    |
| Living Room            | Other Rooms          |                        |            |              |                       |    |

The sales price as shown does not include any amount for any in-place location.

The Assessor's Parcel Number of the installation site is \_\_\_\_\_

(Signature)

(Address)

(Telephone)

## DECLARATION REGARDING THE INSTALLATION OF A MANUFACTURED HOME ON A PERMANENT FOUNDATION SYSTEM IN GLENN COUNTY

We, the undersigned, declare as follows:

1. We are the sole owners of the herein described manufactured home, mobilehome or commercial coach (hereinafter referred to as "MH"). All persons or entities having any interest, including liens and encumbrances, in the said MH are listed below.

| Description of MH:  |
|---|
|   |
| Date Manufactured:  |
| Full Names and Addresses of all Owners, Holders of Liens, Encumbrances and Legal Title: |
|   |
|   |
|   |
| How MH Title is Vested:   |
| Date Purchased:   |
| Seller's Name and Address:  |
|   |
|   |
| Address of location where MH is to be located on Foundation:                            |

2. We have attached to this declaration, evidence that we are the owners, hold title to, are purchasing or are

leasing (see H&SC § 18551 (b)(1)), the real property where the MH will be placed on a foundation.

3. All the above-listed owners, lienors, encumbrancers and legal owners consent to the installation of the MH on the foundation system. Evidence of consent is attached to this Declaration.

We declare under penalty of perjury that the foregoing is true and correct. Executed at the places and dates indicated:

| Date:  | Name:      |
|--------|------------|
|        | Signature: |
| Date:  | Name:      |
|        | Signature: |
| Date:  | Name:      |
|        | Signature: |
| Date:  |            |
| Dute   | Name:      |
| Place: | Signature: |

# **Construction Waste Management Plan – CW 1**

| Project Name:                  |   |
|--------------------------------|---|
| Project Location:              |   |
| Building Permit Number:        |   |
| Project Square Feet:           |   |
| Contractors Name:              |   |
| Contractor's Telephone Number: | _ |
| Owners Name:                   |   |
| Owner's Telephone Number:      |   |

This construction waste management plan is hereby submitted to comply with Section 4.408 of the 2022 California Green Building Standards Code.

The purpose of this plan is to identify and outline the methods to be used as the minimum requirements for a construction waste management plan when the local jurisdiction does not have a construction and demolition waste management ordinance per Section 4.408.

1. The method of waste tracking to be used on this project will be: (Check one box.)

| ──Volume   | Weight  |
|--|---|
| ☐Four pounds per square feet   | Recycling Facility                              |
| Construction waste generated on facility will be: (Check appropriate | this project for transport to a recycling box.) |
| ☐Sorted on-site (Source-separ  | ated)   |
| Bulk mixed (Single stream)   |   |
| The facility (or facilities) where the taken is:                     | e construction waste material will be           |
| Name of Facility:  |   |
| Address:   |   |
| Facilities Telephone:  |   |

(Attach separate sheet for additional facilities)

2.

3.

4. The following construction methods will be used to reduce the amount of waste generated: (Check all that apply.)

Efficient design (dimensions of building components are designed to available material sizes or standard sizes).

Careful and accurate material ordering.

Careful material handling and storage.

Panelized or prefabricated construction.

Other

| Other |  |
|-------|--|
|-------|--|

5. Waste reduction and recycling strategies shall be discussed at periodic project meetings. Each new \_\_\_\_\_\_ that comes onto the site shall be provided with a copy of the Construction Waste Management Plan (CWMP), which shall also be posted in the project office. The \_\_\_\_\_\_

shall also instruct all \_\_\_\_\_\_ as to the location and proper use of debris boxes for disposal of construction waste materials.

- 6. Every effort shall be made to use recycling and/or reuse (diversion) measures to reduce the amount of construction waste and other materials sent to landfills. Whenever possible, site-sorted debris boxes shall be used to segregate construction waste materials to maximize the diversion rate.
- 7. The \_\_\_\_\_\_shall provide debris boxes for materials sorted on-site (source-separated) and/or bulk mixed (single stream) waste for all construction related waste generated on this project. Mixed construction waste shall be taken to a recycling facility that has a diversion rate of at least 65 percent.

In the event that a \_\_\_\_\_\_ provides their own debris box, they shall be responsible for providing the

with a monthly report of the total Recycled and Reused (Diverted) and the total Non-Recycled (Disposed) materials to be included in the project's overall waste management/waste reduction program.

8. Any \_\_\_\_\_\_ hauling away packaging or waste materials shall notify the \_\_\_\_\_\_ of the amount of these materials and how they will be disposed of (reused, recycled, salvaged, or taken to landfill).

9. Identified below are the construction waste materials that will be reused and/or recycled during the course of this project and how they will be diverted:

| Material | Diversion Method:<br>(Recycle/Reuse) |
|----------|--------------------------------------|
|          |                                      |
|          |                                      |
|          |                                      |
|          |                                      |
|          |                                      |
|          |                                      |
|          |                                      |

(See Construction Waste Management Worksheets for examples of common materials.)

- 10. The \_\_\_\_\_\_ shall track the total amount of construction waste leaving the project by weight or by volume and supply the \_\_\_\_\_\_ with copies of tickets or detailed receipts from all loads of construction waste removed from the jobsite.
- 11. The \_\_\_\_\_\_ shall monitor the process of waste management, recycling, and reuse of construction waste materials to ensure compliance with the CWMP during the course of the project.
- 12. The \_\_\_\_\_\_ shall ensure that all supporting documentation which demonstrates compliance with the waste management plan is provided to the local enforcement agency upon completion of the project.
- \* Insert title of appropriate party or responsible person, which may include, but not be limited to: *Contractor(s), Subcontractor(s), Project Manager(s), Superintendent(s), Supplier(s), or Waste Hauler(s).*

Construction Waste Management Plan - CW-1 (Revised 09/2020)

# **Construction Waste Management (CWM) Worksheet**

Note: This sample form may be used to assist in documenting compliance with the waste management plan.

| Project Name:          |  |
|------------------------|--|
|                        |  |
| Job Number:            |  |
|                        |  |
| Project Manager:       |  |
|                        |  |
| Waste Hauling Company: |  |

# Construction Waste Management (CWM) Plan

| DIVERSION METHOD  |                                   |                         |                                |
|---|-----------------------------------|-------------------------|--------------------------------|
| WASTE MATERIAL TYPE   | COMMINGLED AND SORTED OFF<br>SITE | SOURCE SEPARATE ON SITE | PROJECTED<br>DIVERSION<br>RATE |
| Asphalt:  |                                   |                         |                                |
| Concrete:   |                                   |                         |                                |
| Shotcrete:  |                                   |                         |                                |
| Metals:   |                                   |                         |                                |
| Wood:   |                                   |                         |                                |
| Rigid Insulation:   |                                   |                         |                                |
| Fiberglass insulation:  |                                   |                         |                                |
| Acoustic ceiling tile:  |                                   |                         |                                |
| Gypsum drywall:   |                                   |                         |                                |
| Carpet/carpet pad:  |                                   |                         |                                |
| Plastic pipe:   |                                   |                         |                                |
| Plastic buckets:  |                                   |                         |                                |
| Plastic:  |                                   |                         |                                |
| Hardiplank siding and boards:   |                                   |                         |                                |
| Glass:  |                                   |                         |                                |
| Cardboard:  |                                   |                         |                                |
| Pallets:  |                                   |                         |                                |
| Job office trash, paper,<br>glass & plastic bottles,<br>cans, plastic:                    |                                   |                         |                                |
| Alkaline & rechargeable<br>batteries, toner cartridges<br>& electronic devices:<br>Other: |                                   |                         |                                |
| Other:  |                                   |                         |                                |
| Other:  |                                   |                         |                                |
| Other:  |                                   |                         |                                |

# **Construction Waste Management (CWM) Acknowledgment**

Note: This sample form may be used to assist in documenting compliance with the waste management plan.

| Project Name:          |  |
|------------------------|--|
|                        |  |
| Job Number:            |  |
|                        |  |
| Project Manager:       |  |
|                        |  |
| Waste Hauling Company: |  |

# **CWM Plan Acknowledgment**

Г

| The Foreman for each new Subcontractor that coms on site is to receive a copy of the Construction Waste Management Plan and complete this Acknowledgment Form. |   |   |                                    |
|--|---|---|------------------------------------|
| I have read th<br>in this plan.  | ne Waste Management Plan for the project; I u | inderstand the goals of this plan and agree | to follow the procedures described |
| DATE   | SUBCONTRACTOR COMPANY NAME                    | FOREMAN NAME                                | SIGNATURE                          |
|  |   |   |                                    |
|  |   |   |                                    |
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|  |   |   |                                    |



# Planning & Community Development Services Agency Building Inspection Division

225 N. Tehama Street Willows, CA 95988 (530)934-6546 gcbuilding@countyofglenn.net

# LANDSCAPE CERTIFICATION

# This form is required at final inspection

| Pro | ect | Inforn | nation: |
|-----|-----|--------|---------|
|     |     |        |         |

Site Address: \_\_\_

Permit Number: \_\_\_

# Section A: Landscape Designer

- I certify that I am qualified by the State of California to perform landscape design services; the landscape design and water use calculations for this project were prepared by me or under my supervision; the landscape design and water use calculations comply with the requirements of the Model Water Efficient Landscape Ordinance, and the Landscape Documentation Package is complete; **OR**
- Interior T.I., no landscape work performed (do not need to complete sections B or C below); OR
- □ This project is not subject to the Model Water Efficient Landscape Ordinance.

| Name:                          | Relationship to Project:                                      |
|--------------------------------|---|
| Company Name:                  | State License # :   |
| Signature:                     | Date:   |
| Section B: Landscape Installer | the State of California to provide landscape design services: |

I certify that (a) I am qualified by the State of California to provide landscape design services; the landscape project for this project was installed by me or under my supervision; (b) the landscaping for the identified property has been installed in substantial conformance with the approved Landscape Documentation Package and complies with the requirements of the Model Water Efficient Landscape Ordinance; (c) a diagram of the irrigation plan showing hydrozones is kept with the irrigation controllers; (d) the Certificate of Completion has been completed in compliance with the requirements of the Model Water Efficient Landscape Ordinance.

| Name:         | Relation to Project: |  |  |
|---------------|----------------------|--|--|
| Company Name: | State License #:     |  |  |
| Signature:    | Date:                |  |  |
|               |                      |  |  |

# Section C: Owner/Representative

□ I certify that I am the property owner or an authorized representative and have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is my responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Qualified irrigation service provider:** The following individuals are authorized to provide services required by the Model Water Efficient Landscape Ordinance in the State of California: Landscape Architects, Landscape Contractors, Landscape Designers and Irrigation Consultants. Personal property owners may design and sign plans for work on any property they own. (Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the Food and Agricultural Code.)



# Planning & Community Development Services Agency Building Inspection Division

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# **MWELO CERTIFICATE OF COMPLETION**

This certificate is filled out by the project applicant upon completion of the landscape project.

# PART 1. PROJECT INFORMATION SHEET

| Date                      |                |          |
|---------------------------|----------------|----------|
| Project Name              |                |          |
| Name of Project Applicant | Telephone No.  |          |
|                           | Fax No.        |          |
| Title                     | Email Address  |          |
| Company                   | Street Address |          |
| City                      | State          | Zip Code |

## Project Address and Location:

| Street Address |          | Parcel, tract or lot number, if available. |
|----------------|----------|--|
| City           |          | Latitude/Longitude (optional)              |
| State          | Zip Code |  |

# Property Owner or his/her designee:

| Name    | Telephone No.  |          |
|---------|----------------|----------|
|         | Fax No.        |          |
| Title   | Email Address  |          |
| Company | Street Address |          |
| City    | State          | Zip Code |

# Property Owner

"I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule."

Property Owner Signature

## PART 2. CERTIFICATION OF INSTALLATION ACCORDING TO THE LANDSCAPE DOCUMENTATION PACKAGE

"I/we certify that based upon periodic site observations, the work has been substantially completed in accordance with the ordinance and that the landscape planting and irrigation installation conform with the criteria and specifications of the approved Landscape Documentation Package."

| Signature*                       | Date           |          |
|----------------------------------|----------------|----------|
| Name (print)                     | Telephone No.  |          |
|                                  | Fax No.        |          |
| Title                            | Email Address  |          |
| License No. or Certification No. |                |          |
| Company                          | Street Address |          |
| City                             | State          | Zip Code |

\*Signer of the landscape design plan, signer of the irrigation plan, or a licensed landscape contractor.

## PART 3. IRRIGATION SCHEDULING

• Attach parameters for setting the irrigation schedule on controller.

## PART 4. SCHEDULE OF LANDSCAPE AND IRRIGATION MAINTENANCE

• Attach schedule of Landscape and Irrigation Maintenance.

## PART 5. LANDSCAPE IRRIGATION AUDIT REPORT

• Attach Landscape Irrigation Audit Report.

# PART 6. SOIL MANAGEMENT REPORT

- Attach soil management report, if not previously submitted with the Landscape Documentation Package.
- Attach documentation verifying implementation of recommendations from soil management report.

#### For Office Use Only:

| Application/Permit No. | Received by:   | Reviewed By:   |  |
|------------------------|----------------|----------------|--|
|                        | Received Date: | Approved Date: |  |



Planning & Community Development Services Agency Building Inspection Division

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# MWELO PLAN REQUIREMENTS PERFORMANCE APPROACH

| Plan Check Submittal Date: |        |
|----------------------------|--------|
| Application Number:        |        |
| Project Address:           |        |
| Applicant name:            | Phone: |
| Plan Reviewer:             | Phone: |
| E-mail address:            |        |

# Landscape Documentation Package (Title 23, Chapter 2.7 §492.3)

- □ The project's address, total landscape area, water supply type, and contacts shall be stated on the plans.
- Add, sign and date the following statement on the plans: "I agree to comply with the requirements of the water efficient landscape ordinance and submit a complete Landscape Documentation Package."
- □ Water Efficient Landscape Worksheet that includes a hydrozone information table and water budget calculations shall be submitted for plan check.
- A landscape design plan and irrigation design plan shall be submitted for plan check.

# Water Efficient Landscape Worksheet (Title 23, Chapter 2.7 §492.4 and §492.13)

- □ Incorporate the Water Efficient Landscape Worksheet into plans. Show that the Maximum Applied Water Allowance (MAWA) meets or exceeds the calculated Estimated Total Water Use (ETWU).
- □ The evapotranspiration adjustment factor (ETAF) for the landscape project shall not exceed a factor of (0.55 for residential areas) (0.45 for non-residential areas).
- □ The plant factor used shall be from WUCOLS or from horticultural researchers with academic institutions.

WUCOLS plants database can be found online at: http://ucanr.edu/sites/WUCOLS/

- □ All water features shall be included in the high water use hydrozone. All temporary irrigated areas shall be included in the low water use hydrozone.
- □ All Special Landscape areas shall be identified on the plans. The ETAF for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0.
- □ For the purpose of calculating ETWU, the irrigation efficiency is assumed to be 0.75 for overhead spray devices and 0.81 for drip system devices.

# Landscape Design Plan (Title 23, Chapter 2.7 §492.6)

- $\hfill\square$  The landscape design plans, at a minimum, shall:
  - Delineate and label each hydrozone by number, letter, or other methods.
  - □ Identify each hydrozone as low, moderate, high water, or mixed water use.
  - Identify recreational areas, areas solely dedicated to edible plants, areas irrigated with recycled water, type and surface area of water features, impermeable and permeable hardscape, and any infiltration systems.
- □ For hydrozone with a mix of both low and moderate water use plants or both moderate and high water use plants, the higher plant factor or the plant factor based on the proportions of the respective plant water uses shall be used. Hydrozones containing a mix of low and high water use plants is not permitted.
- □ Turf is not allowed on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape.
- Add note to plans: "Recirculating water systems shall be used for water features"
- Add note to plans: "A minimum 3-inch layer of mulch shall be applied on all exposed soil surfaces of planting areas except turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated."
- Add note to plans: "For soils less than 6% organic matter in the top 6 inches of soil, compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six inches into the soil".

# Irrigation Design Plan (Title 23, Chapter 2.7 §492.7)

- □ The irrigation plans, at a minimum, shall contain the following:
  - Location and size of spate water meters for landscape
  - □ Location, type, and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices.
  - □ Static water pressure at the point of connection the public water supply
  - □ Flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station.
- A dedicated water service meter or private submeter shall be installed for all (non-residential irrigated landscapes of at least 1,000sqft) (residential irrigated landscape areas of at least 5,000sqft.)
- Add note to plans: "Pressure regulating devices are required if water pressure is below or exceeds the recommended pressure of the specified irrigation devices."
- □ Manual shut-off valves shall be required, as close as possible to the point of connection of the water supply, to minimize water loss in case of an emergency or routine repair.
- Add note to plans: "Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur."
- □ Areas less than 10-feet in width in any direction shall be irrigated with subsurface or drip irrigation.
- □ Overhead irrigation shall not be permitted within 24-inches of any non-permeable surface.

# Required Statements and Certification (Title 23, Chapter 2.7 §492.6, §492.7 and §492.9)

- Add the following statement on the landscape and irrigation plans: "I have complied with the criteria of the ordinance and applied them for the efficient use of water in the landscape design plans".
- □ The final set of landscape and irrigation plans shall bear the signature of a licensed landscape architect, licensed landscape contractor, certified irrigation designer, licensed architect, licensed engineer, licensed land surveyor, or personal property owner.

- Add note to plans: "A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes."
- Add note to plans: "A Certificate of Completion shall be filled out and certified by either the designer of the landscape plans, irrigation plans, or the licensed landscape contractor for the project"
- Add note to plans: "An irrigation audit report shall be completed at the time of final inspection."



Planning & Community Development Services Agency Building Inspection Division

225 N. Tehama Street Willows, CA 95988 (530)934-6546 gcbuilding@countyofglenn.net

# MWELO SHORT FORM PRESCRIPTIVE COMPLIANCE

| Applicant Information:   |                                |
|--|--------------------------------|
| Name:  |                                |
| Phone:   |                                |
| Address:   |                                |
| Email:   |                                |
| Project  |                                |
| Site Address:  | -                              |
| Project Type (new dwelling, commercial, or rehab):   |                                |
| This project does incorporate landscaping equal to or less than 2500 sq ft and will be using this prescriptive requirements which will be included as part of the landscape project. ( <i>Please provinformation below specific to the landscape area and identify the location on the plans each d be found using the LANDSCAPE WATER-EFFICIENCY (MWELO) APPENDIX – D CHECKER</i> | vide the<br>lesign measure can |
| Total Landscape Area (sq. ft.): Turf Area (sq. ft.):   | _                              |
| Non-Turf Plan Area (sq. ft.): Special Landscape Area (sq. ft.):  | _                              |
| Water Type (potable, recycled, well):  |                                |
| Name of water purveyor (If not served by private well):  |                                |
| Signature  |                                |
| I certify the above information is correct and agree to comply with the requirements of the MV   | WELO.                          |
| Signature of property owner or authorized representative     Date  |                                |

"Special Landscape Area" (SLA) means an area of the landscape dedicated solely to edible plants, areas irrigated with recycled water, water features using recycled water and areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.

# LANDSCAPE WATER-EFFICIENCY (MWELO) APPENDIX – D CHECKLIST

# (Can only be used when aggregate landscape areas are 2,500 square feet or less)

| Landscape<br>Parameter | Design Measures   | Location on Plans |
|------------------------|---|-------------------|
| Compost                | Incorporate compost at a rate of at least four (4) cubic yards per 1,000 sq. ft. to a depth of 6 inches into landscape area (unless contra-indicated by a soil test).   |                   |
| Plant Water<br>Use     | <u>Residential:</u> Install climate adapted plants that require occasional, little or<br>no summer water (average WUCOLS plant factor 0.3) for 75% of the<br>plant area excluding edibles and areas using recycled water.<br><u>Non-residential</u> : Install climate adapted plants that require occasional,<br>little or no summer water (average WUCOLS plant factor 0.3) for 100%<br>of the plant area excluding edibles and areas using recycled water.          |                   |
| Mulch                  | A minimum 3-inch layer of mulch should be applied on all exposed<br>soil surfaces of planting areas, except in areas of turf or creeping or<br>rooting groundcovers.  |                   |
| Turf                   | Total turf area shall not exceed 25% of the landscape area. Turf is not<br>allowed in non-residential projects.<br>Turf (if utilized) is limited to slopes not exceeding 25% and is not used in<br>parkways less than 10 feet in width.<br>Turf, if utilized in parkways is irrigated by sub-surface irrigation or other<br>technology that prevents overspray or runoff.   | -                 |
| Irrigation<br>System   | Irrigation controllers use evapotranspiration or soil moisture data and<br>utilize a rain sensor.<br>Irrigation controller programming data will not be lost due to an<br>interruption in the primary power source.<br>Areas less than 10 feet in any direction utilize sub-surface irrigation or<br>other technology that prevents overspray or runoff.<br>A private landscape submeter is installed at non-residential landscape<br>areas of 1,000 sq. ft. or more. | -                 |

# <u>Signature</u>

I agree to comply with the requirements of the prescriptive compliance option of the MWELO per Appendix D.

Signature of property owner or authorized representative

Date

# <u>Note</u>

For the purposes of this for landscape area includes all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).



# Planning & Community Development Services Agency Building Inspection Division

225 N. Tehama Street Willows, CA 95988 (530)934-6546 gcbuilding@countyofglenn.net

# **MWELO PROJECT INFORMATION**

| <u>Applic</u> | cant Information:   |  |  |  |  |
|---------------|---|--|--|--|--|
| Name          | :   |  |  |  |  |
| Phone         |   |  |  |  |  |
| Addre         | SS:   |  |  |  |  |
| Email:        |   |  |  |  |  |
| <u>Projec</u> |   |  |  |  |  |
| Site A        | ddress:   |  |  |  |  |
| Projec        | t Type (new dwelling, commercial, or rehab):  |  |  |  |  |
|               | Currently, this project does not include landscaping. I am aware that future landscape installations may be required to comply with the Model Water Efficient Landscape Ordinance (MWELO) requirements per California Code of Regulations, Title 23, Division 2, Chapter 2.7. |  |  |  |  |
|               | This project does incorporate landscaping. ( <i>Please provide the information below specific to the landscape area which will be completed as part of this project and specify the compliance method to be used</i> ):   |  |  |  |  |
| Total I       | _andscape Area (sq. ft.): Turf Area (sq. ft.):  |  |  |  |  |
| Non-T         | urf Plan Area (sq. ft.): Special Landscape Area (sq. ft.):  |  |  |  |  |
| Water         | Type (potable, recycled, well):   |  |  |  |  |
| Name          | of water purveyor (If not served by private well):  |  |  |  |  |
| <u>Comp</u>   | liance Method   |  |  |  |  |
|               | Performance (Items included in Performance Checklist is included on plans)  |  |  |  |  |
|               | Prescriptive (Items included in Prescriptive Checklist is included on plans)  |  |  |  |  |
| <u>Signa</u>  | ture  |  |  |  |  |
| l certif      | y the above information is correct and agree to comply with the requirements of the MWELO.  |  |  |  |  |

Signature of property owner or authorized representative

# WATER EFFICIENT LANDSCAPE WORKSHEET

This worksheet is filled out by the project applicant and it is a required element of the Landscape Documentation Package.

| Reference Ev   | apotranspira         | ation (EIO) $\_$                  |   |                 |                             |                                |   |
|--|----------------------|-----------------------------------|---|-----------------|-----------------------------|--------------------------------|---|
| Hydrozone #<br>/Planting<br>Description <sup>a</sup> | Plant<br>Factor (PF) | Irrigation<br>Method <sup>b</sup> | Irrigation<br>Efficiency<br>(IE) <sup>c</sup> | ETAF<br>(PF/IE) | Landscape<br>Area (sq, ft,) | ETAF x Area                    | Estimated Total<br>Water Use<br>(ETWU) <sup>e</sup> |
| Regular Landscap                                     | be Areas             |                                   |   |                 |                             |                                |   |
|  |                      |                                   |   |                 |                             |                                |   |
|  |                      |                                   |   |                 |                             |                                |   |
|  |                      |                                   |   |                 |                             |                                |   |
|  |                      |                                   |   |                 |                             |                                |   |
|  |                      |                                   |   | Totals          | (A)                         | (B)                            |   |
| Special Landscap                                     | e Areas              |                                   |   |                 |                             |                                |   |
|  |                      |                                   |   | 1               |                             |                                |   |
|  |                      |                                   |   | 1               |                             |                                |   |
|  |                      |                                   |   | 1               |                             |                                |   |
|  |                      |                                   |   | Totals          | (C)                         | (D)                            |   |
|  |                      |                                   |   | 1               |                             | ETWU Total                     |   |
|  |                      |                                   | Maxi  | imum Allowed    | l Water Allowa              | n <b>ce (MAWA)<sup>e</sup></b> |   |
| 1  | 1                    |                                   | 1   |                 |                             | I                              |   |

<sup>a</sup>Hydrozone #/Planting Description

E.g 1.) front lawn <sup>b</sup>Irrigation Method overhead spray or drip <sup>c</sup>Irrigation Efficiency 0.75 for spray head 0.81 for drip

## <sup>d</sup>ETWU (Annual Gallons Required) =

Eto x 0.62 x ETAF x Area where 0.62 is a conversion factor that converts acreinches per acre per year to gallons per square foot per year.

2.) low water use plantings3.) medium water use planting

<sup>e</sup>MAWA (Annual Gallons Allowed) = (Eto) (0.62) [(ETAF x LA)

+ ((1-ETAF) x SLA)]

where 0.62 is a conversion factor that converts acreinches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for nonresidential areas.

...

## **ETAF Calculations**

Regular Landscape Areas

| Average ETAF      | B ÷ A |  |
|-------------------|-------|--|
| Total Area        | (A)   |  |
| Total ETAF x Area | (B)   |  |

All Landscape Areas

| Total ETAF x Area | (B+D)         |  |
|-------------------|---------------|--|
| Total Area        | (A+C)         |  |
| Sitewide ETAF     | (B+D) ÷ (A+C) |  |

A copy of this form may be obtained from Department of Water Resources website: <u>http://www.water.ca.gov/wateruseefficiency/landscapeordinance/</u>

Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

# Sample Water Efficient Landscape Worksheet

### WATER EFFICIENT LANDSCAPE WORKSHEET

This worksheet is filled out by the project applicant and it is a required element of the Landscape Documentation Package.

| Reference Eva  | apotranspira         | ation (ETo)                       | <u>50.1</u>                                   |                 |                             |                                |   |
|--|----------------------|-----------------------------------|---|-----------------|-----------------------------|--------------------------------|---|
| Hydrozone #<br>/Planting<br>Description <sup>ª</sup> | Plant<br>Factor (PF) | Irrigation<br>Method <sup>b</sup> | Irrigation<br>Efficiency<br>(IE) <sup>c</sup> | ETAF<br>(PF/IE) | Landscape<br>Area (sq, ft,) | ETAF x Area                    | Estimated Total<br>Water Use<br>(ETWU) <sup>e</sup> |
| Regular Landscap                                     | be Areas             |                                   |   |                 |                             |                                |   |
| 1 / FRONT YARD                                       | .8                   | Spray                             | .75   | 0.94            | 1,000                       | 940                            | 29,198  |
| 2 / SIDE YARD  | .5                   | Drip                              | .81   | 0.61            | 300                         | 183                            | 5,685   |
| 3 / REAR YARD  | .3                   | Drip                              | .81   | 0.37            | 3,300                       | 1221                           | 37,927  |
| 4 / POOL   | 1.0                  | n/a                               | 1   | 1               | 400                         | 400                            | 12,425  |
|  |                      |                                   |   | Totals          | <b>5,000</b> (A)            | <b>2744</b> (B)                |   |
| Special Landscap                                     | e Areas              |                                   | 1   | 1               |                             |                                |   |
| NONE   |                      |                                   |   | 1               |                             |                                |   |
|  |                      |                                   |   | 1               |                             |                                |   |
|  |                      |                                   |   | 1               |                             |                                |   |
|  |                      |                                   |   | Totals          | <b>0</b> (C)                | <b>0</b> (D)                   |   |
|  |                      |                                   |   | 1               |                             | ETWU Total                     | 85,234  |
|  |                      |                                   | Max   | imum Allowed    | Water Allowa                | n <b>ce (MAWA)<sup>e</sup></b> | 85,420  |

<sup>c</sup>Irrigation Efficiency

0.81 for drip

0.75 for spray head

<sup>a</sup>Hydrozone #/Planting Description E.g

1.) front lawn

2.) low water use plantings

3.) medium water use planting

<sup>e</sup>MAWA (Annual Gallons Allowed) = (Eto) (0.62) [ (ETAF x LA)

+ ((1-ETAF) x SLA)]

where 0.62 is a conversion factor that converts acreinches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for nonresidential areas.

<sup>b</sup>Irrigation Method

overhead spray

or drip

## **ETAF Calculations**

### Regular Landscape Areas

| Average ETAF      | Β÷Α | 0.549 |
|-------------------|-----|-------|
| Total Area        | (A) | 5000  |
| Total ETAF x Area | (B) | 2744  |

Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

### All Landscape Areas

| Total ETAF x Area | (B+D)         | 2,744 |
|-------------------|---------------|-------|
| Total Area        | (A+C)         | 5,000 |
| Sitewide ETAF     | (B+D) ÷ (A+C) | 0.549 |

A copy of this form may be obtained from Department of Water Resources website: <u>http://www.water.ca.gov/wateruseefficiency/landscapeordinance/</u>

#### <sup>d</sup>ETWU (Annual Gallons Required) = Eto x 0.62 x ETAF x Area

where 0.62 is a conversion factor that converts acreinches per acre per year to gallons per square foot per year.

# **GLENN COUNTY Planning & Community Development Services Agency**

225 N Tehama Street Willows, CA 95988 530.934.6546 www.countyofglenn.net



## MANUFACTURED HOME INSTALLATION

FINAL INSPECTION REQUIREMENTS

The following installation requirements that must be completed prior to the issuance of a Certificate of Occupancy

and/or recording of the HCD Form 433(A), within the unincorporated areas of Glenn County, please note the following:

- 1. Connection to an approved sewage disposal system.
- 2. Connection to an approved potable water source.
- 3. Connection to a permanent electrical supply by the local utilities company.
- 4. Connection to natural gas or L.P.G. supply system established, (a gas inspection "green tag" will not be released until final inspection requirements are met).
- 5. Stairway(s) must be completed and meet the requirements of the 2019 California Residential Code, Chapter 3 for permits issued for construction of a porch/patio meeting exit requirements. Any stairs in excess of the minimum standards set forth in the CBC, Chapter 3 will require a building permit.
- 6. The finished construction flood elevation certificate form must be submitted to this office for projects located in a flood zone requiring certification.
- 7. Completion and approval of Public Works Encroachment requirements or acceptable arrangements by the same.

Should you have any questions regarding this or any related matter, please feel free to contact the Glenn County Building Division at (530) 934-6546.