CODE ENFORCEMENT AGENCY

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MANUFACTURED HOUSING

Application Checklist – 2026

Pennsylvania Uniform Construction Code (PA UCC / Act 45) • HUD Standards

Purpose

In accordance with the Pennsylvania Uniform Construction Code (PA UCC) and required standards set forward by the Department of Housing and Urban Development (HUD), this checklist is designed to assist you in preparing your application for a manufactured home in Pennsylvania.

All listed items must accompany the application in legible form. The application will not be reviewed or approved without satisfying minimum code requirements. The Plans Examiner may require additional details beyond those listed herein.

LICENSED MOVER & WORKERS' COMPENSATION REQUIREMENT

☐	**Pennsylvania Licensed Manufactured Home Moving Provider** Application must identify the PA Licensed Manufactured Home Mover. Include company name, PA license number, and contact information.
☐	**Proof of Workers' Compensation or Notarized Waiver** Submit current certificate of Workers' Compensation insurance for the moving contractor, or a duly notarized waiver where applicable under Pennsylvania law.

PLAN SUBMISSION CHECKLIST

✓	ITEM	MINIMUM REQUIREMENT
1. PIERS		
☐	**Pier Plan**	Plan must detail: number of piers, placement locations, pier depth, pier width, and backfill material. Pier design must comply with manufacturer's installation instructions and 2021 IRC.
2. FOUNDATION		
☐	**Foundation Plan** **(if applicable)**	A foundation plan prepared in accordance with the 2021 International Residential Code (IRC) is required, including footing details (dimensions, depth below frost, and material). Perimeter foundation or pier-and-beam systems must be clearly depicted.

3. PLACEMENT & SECUREMENT		
☐	**Securement / Strapping**	Plans must include the proper securement or strapping method as prescribed by the manufacturer, connecting the unit to piers or foundation for permanent placement. Tie-down anchors, strap type, and spacing must be identified.
4. UTILITY CONNECTIONS		
☐	**Water Service**	Show point of connection, service line material, shutoff location, and freeze protection measures per 2021 IRC P2603.
☐	**Sanitary / Sewer**	Show connection to public sewer or approved on-lot sewage system. Include cleanout location and compliance with 2021 IRC Chapter 30 and PA DEP requirements.
☐	**Gas Service**	Show fuel supply type (natural gas / LP), service entrance, shutoff, and regulator location per 2021 IFGC.
☐	**Electrical Service**	Show service entrance, meter location, disconnect, and panel size per 2021 NEC / 2021 IRC Chapter 34–43. Identify utility provider.
5. EGRESS		
☐	**Egress Plan – Both Exits**	Plans must include egress provisions for both required exits of the manufactured home per the HUD Federal Manufactured Home Construction and Safety Standards (24 CFR Part 3280) and 2021 IRC.
☐	**Decks, Platforms & Stairs**	All decks, platforms, and stairs must be shown with dimensions, materials, and structural connections per 2021 IRC R507 and R311. IMPORTANT: All structures must demonstrate freestanding construction independent of the unit unless accompanied by a sealed design drawing by a Pennsylvania Registered Design Professional.
☐	**Handrails & Guardrails**	Handrail and guardrail details required per 2021 IRC R311.7.8 and R312, including height, material, and baluster spacing.
6. SKIRTING & BARRIERS		
☐	**Skirting / Enclosure**	Plans must describe the skirting or barrier material, method of installation, access opening location (minimum 18" × 24" per HUD 3280.306), and ventilation provisions per 2021 IRC R408.
7. ADDRESSING & IDENTIFICATION		
☐	**Address Numerals**	Plans must show placement of address numerals: minimum 4-inch height, highly visible, and unobstructed for emergency access purposes per 2021 IFC §505.1 and applicable municipal ordinance.