



**MANUFACTURED HOME
SUBMITTAL INTAKE CHECK LIST**

Lincoln County Building Division
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DEPARTMENT USE ONLY	
Permit# _____	
County: _____	
By: _____	Date: _____

MINIMAL SUBMITTAL REQUIREMENTS CHECKLIST FOR PLAN REVIEW		PROVIDED	N/A
APPLICATIONS WITH MISSING INFORMATION OR INCOMPLETE DOCUMENTS WILL BE DELAYED AND WILL NOT BE PROCESSED FOR REVIEW			
1.	PLANNING/ZONING, WATER/SEWER APPROVAL		
2.	SITE/PLOT PLAN (MUST BE SIGNED/STAMPED BY PLANNING (AHJ)) must show the size and location of new construction and existing structures on site and distances from Lot lines. Reference OMDISC 1-5.4		
3.	ONE SET OF COMPLETE SET OF CONSTRUCTION DOCUMENTS Construction documents must be of sufficient clarity to indicate the location, site specific design per table R301.2.(1) Nature and extent of the work proposed and show in detail conformity to the provisions of the code, relevant laws, ordinances, rules, and regulations. Reference ORSC R 106.1.1 / OMDISC 1-5.2		
4.	FOUNDATION PLAN. Provide plan dimensions, footings size, type used: stepped or slab, strapping, anchorage, vent locations, and seismic bracing. <i>(specific foundation type used required for review)</i> Reference OMDISC 3-2.6 & 3-6.1		
5.	FLOOR PLANS. Must submit floor plans showing dimensions. Floor plan must match that of planning approval.		
6.	UNDER-FLOOR ENCLOSURES. Must provide type of skirting to be installed, show under floor access location, Under-Floor Separations, location of vents and moisture barrier. Reference OMDIC 4-1.1 - 4-9.2		
7.	LINCOLN COUNTY IS IN SEISMIC DESIGN CATEGORY D2. List type of anchorage used: Manufactured dwellings in seismic design category D2 shall comply with OMDISC Figure 3-2.5(c) Figure 3-2.6 Typical Foundation Anchoring		
8.	PLUMBING INSTALLATIONS. Provide location (underground connection), protection, cleanout location, Reference OMDISC 7-1.1		
9.	POURCH/DECK DETAILS: For any deck above 30" and or more than three risers provide construction details/documents. Reference OMDISC 106.1(1)		
10	LOCATION OF SLOPES GREATER THAN 1:3 WITH DIMENSIONS		

Applicant: _____ Date: _____

Building Codes Employee: _____ Date: _____