



TRINITY COUNTY
BUILDING AND DEVELOPMENT SERVICES
P.O. BOX 476, 61 AIRPORT ROAD
WEAVERVILLE, CALIFORNIA 96093
PHONE (530) 623-1354, FAX (530) 623-1353
www.trinitycounty.org

Preliminary Information for Permit Application
THE PLAN APPROVAL PROCESS CAN TAKE UP TO 6 WEEKS UPON COMPLETE SUBMITTAL
OFFICE HOURS ARE MONDAY – THURSDAY 8:00 AM TO 2:00 PM.

MOBILE/MANUFACTURED HOME PERMIT APPLICATION

APPLICANT'S USE ONLY:

OWNER _____ PROJECT LOCATION _____

MAILING ADDRESS _____

CITY/STATE _____ ZIP _____

PHONE _____ SUBD _____

ASSESSOR'S PARCEL NUMBER _____ TOWN _____

CONTRACTOR _____ LICENSE NO. /CLASS _____

ADDRESS _____ CITY/STATE/ZIP _____

PHONE _____

HCD/INSIGNIA #: _____ SERIAL #: _____ DATE OF MANUFACTURE: _____

SIZE: LENGTH _____ X _____ WIDTH _____ SNOW LOAD: _____

DESCRIPTION OF WORK: _____

NOTICE: THIS IS A PERMIT APPLICATION AND NOT AN APPROVAL TO PROCEED WITH ANY WORK UNTIL SUCH TIME AS YOU HAVE OBTAINED SPECIFIC APPROVAL AND THE REQUIRED PERMIT.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

SIGNATURE OF PROPERTY OWNER OR CONTRACTOR _____ DATE _____

Building Permit Submittal Checklist

- 3 plot plans, see example in packet.
- 3 floor plans with room dimensions and uses labeled (i.e.: bedrooms, living room, bathroom, etc.).
- 2 sets of engineered foundation or tie down system plans– Wet stamped AND signed by the State of California or a licensed California engineer.
- 2 approved **Manufacturer Installation** Manuals.
- Signed Agent's Authorization Form if agent is to be assisting you.
- Copy of your Road Encroachment Permit either by the County or Cal-Trans.
- Title Search on used Manufactured Homes. Not required on new units.
- Manufactures' Certificate of Origin from the original dealer.
- Copies of original septic system & well permits, if replacing an existing manufactured home or verification that the utilities are pre-existing if on a city lot.
- Copy of HCD rehabilitation permit, if required.
Call HCD (916)263-7400 for more information about obtaining a permit from them.
- Original registration. If lost, then an HCD application for duplicate registration to be submitted with the original signature of unit's legal owner(s). Not required on new units.
- If 433A is to be Recorded:
- Clear, legible copy of the legal description of the property, including first page of the deed showing property owner.
- Check for Recording Fees, first page \$18.00 with each additional page \$3.00 payable to T.C. Clerk Recorder.
- Check for HCD fees, \$11.00 a section. Check made out to H.C.D.

--- NOTICE ---

The Department of Housing and Community Development (HCD) is in the process of adopting preemptive emergency regulations, pursuant to the Manufactured Housing Act, to apply the ignition-resistant exterior provisions of Chapter 7A to manufactured homes, mobile homes, multifamily manufactured homes and commercial modulars. These regulations have an anticipated effective date of September 1, 2008. When effective, manufactured homes, mobile homes, multifamily manufactured homes or commercial modulars newly installed or relocated in a State Responsibility Area (SRA), Very High Fire Hazard Severity Zone, or Wildland-Urban Interface (UWI) Fire Area outside of mobile home or special occupancy parks must comply with the ignition-resistant exterior provision of Chapter 7A. For more information on ignition resistant construction for these types of structures, please refer to the Department's proposed emergency regulations at the following website address:

<http://www.hcd.ga.gov/codes/mhp/>

Wildland Urban Interface Manufacture Homes
Trinity County
Building Department

(Title 25 - Sections 4200-4216)

Where does it apply? Wildland Urban Interface (WUI) Construction requirements, Chapter 7A, will apply to new buildings in all State Responsibility Areas (SRA) and in Very High Fire Hazard zones within Local Responsibility Areas (LRA).

When do they apply? On all Manufactured Home or Commercial Coach, except as discussed in the “Are New Homes Exempt” and “Are used Homes Exempt?” below. The units are required to be labeled for compliance as specified in Title 25 Section 4214.

Are New Homes Exempt? New manufactured homes are exempt if the manufactured date is on or after January 1, 2006, and prior to Sept. 1, 2008 and the permit is applied for before December 31, 2010.

Are Used Homes Exempt? Used mobile homes, manufactured homes, multifamily manufactured homes or Commercial modular units manufactured prior to September 1, 2008, are exempt from Article 2.3. Section 4200, but must comply with Article 2.3 section 4205 (only). Reference sec. 4200(c) (2).

May I retrofit an older home and install it? Yes. Trinity County will require a copy of the permit to retrofit the home which is issued by the State of California prior to permit issuance. Prior to a final inspection, Trinity County will require written approval from the State of California as specified in Health and Safety Code Section 4212 to verify the home is in compliance.

What about a repair or addition to a manufactured home? It will have to comply. In the case of exterior repairs “only the portion undergoing the repair, replacement, or alteration” must comply with provision for Wildland Fire. That work is also permitted through the State.

How do I know if I am in one of these areas? There are several methods to determine if these regulations apply:

*The unincorporated area of Trinity County is almost all SRA and these requirements apply.

Where can I find listed products? From the manufacturer or products that are listed through the Office of the State Fire Marshall, are located online at: <http://www.fire.ca.gov/wildland.php>

What about skirting, decks, garages, landings and stairs? All will have to comply including skirting with approved materials to grade.

Does my addition or remodel need to comply? If the original structure was built under these Regulations, then yes. Example: your original building has a 2007 or earlier permit then an Addition or remodel to it would not have to comply. If you built an accessory structure not to WUI standards after January 1, 2008 and apply to convert it to habitable space the exemption Will no longer be valid\ and it will have to comply.

Does this apply to my new Manufactured Home? Yes.

Does this apply to Factory Built Housing (FBH)? Yes. FBH is regulated under Title 24 of CCR that contains the 7A Wildland Urban Interface requirements.

Where can I find listed products? From the manufacturer or products that are listed though the Office of the State Fire Marshall (OSFM), are located online at:
<http://www.fire.ca.gov/wildland.php>

Can I use quarter-inch mesh on vents? All attic and under floor ventilation, other than eave and soffit vents, may use quarter-inch wire.

Can I have eave vents and soffit vents in Fire Hazard Severity Zones? Only if they are tested and listed resist the intrusion of flame and burning embers into the attic.

What do I have to show on my plans? See each of the following:

Roof Coverings: Specify the type and rating of the roof covering. Class A or noncombustible roofing is required (Aluminum is not considered non-combustible). Specify the roof material and provide the listing for other than comp., steel or tile.

Roof Vents: Eave or soffit vents are not permitted unless listed. All other roof vents can be ¼ inch corrosion resistant mesh.

For vents in the eave or soffit, provide the listing and detail the size, number and location of vents to meet the attic ventilation requirements of 1/150 of the area to be ventilated divided between upper and lower vents. The listed vents will have reduced

venting capability that must be accounted for. **OR** remove all details and references to eave or soffit vents and detail the number, size and location of vents to meet the roof ventilation requirements of CBC that requires the net vent area to be 1/150 of the area to be ventilated divided between upper and lower vents. Since eave and soffit vents are prohibited, unless listed, the lower vents must be located as low as possible on the roof surface and/or low on the gable ends to provide the required lower ventilation.

Gutters: Add a note that if gutters are installed they will be provided with a means to prevent the accumulation of debris in the gutter such as screened.

Eaves, soffits and similar overhangs: Amend and detail on the plan showing the underside is protected by materials that are non-combustible **OR** ignition resistant (provide listing) or listed under SFM 12-7A-3.

Exterior walls: Amend and detail the plans to show the exterior walls are approved noncombustible **OR** ignition resistant **OR** heavy timber **OR** log walls **OR** listed under SFM 12-7A-

1. Currently fiber cement siding, traditional 3-coat stucco and full log walls are acceptable without listings. Other materials will require the submittal of the listing.

Exterior Windows, glazing in doors: Detail/specify on the plans that all (including garages) glazing is insulated glass with a minimum of one-tempered pane of glass **OR** glass block **OR** be 20-minute rated **OR** listed under SFM 12-7A-2. Specify each window on the plans as tempered or the listing.

Exterior Doors: Specify all exterior doors to be noncombustible **OR** listed under SFM 12-7A-1 **OR** a rated 20-minute door **OR** solid core 1-3/8 inch thick with interior field panel thickness no less than 1-1/4 inches.

Garage Doors: Specify Garage Doors as either noncombustible **OR** exterior fire-treated wood.

Decks (deck surfaces, stair treads/risers, porches, and balconies): Specify heavy timber (minimum 3" nominal thickness) **OR** exterior fire-treated wood **OR** non-combustible materials **OR** ignition resistant meeting SFM 12-7-A, parts A and B **OR** material that passes the SFM 12-7-A (Part A only) and the walls the deck is attached to can only be non-combustible or ignition resistant material unless the material has a flame spread rating of "B" or better than any approved wall material is allowed. These regulations do not apply to the underlying deck support material but note that all deck support material must be pressure treated or naturally resistant to decay.

Underside of cantilevered/overhanging appendages and floor projections (Not decks):
Show the underside maintains the ignition resistances of the exterior walls or enclosed to grade.

What is HCD's (Housing Community Development) contact information?

General Information	Northern Area Office
Main Address: 2020 West El Camino Ave.	9342 Tech Center Drive #550
Sacramento, CA 95833	Sacramento, CA 95826
Director: (916) 263-7400	Phone: (916) 255-2532

Redding Office
2986 Bechelli Lane, Suite 201
Redding, CA 96002-1903
Phone: (530) 224-4815

TYPICAL AGENCIES INVOLVED IN THE PERMITTING PROCESS

All area codes start with 530 unless specified otherwise

<p>Trinity County Building Dept. <i>(Building Construction Permits)</i> 61 Airport Road, POB 476 Weaverville, CA 96093 Ph: 530-623-1354, Fax: 530-623-1353</p>	<p>California State Dept of Cal-Trans <i>(State Highway Road Encroachment Permits)</i> 1657 Riverside Drive, P.O. Box 496073 Redding, CA 96049-3306 Ph: 530-225-3426</p>
<p>Trinity County Planning Dept. <i>(Zoning, Floodplain, Use Permits, Lot Line Adjustments)</i> 61 Airport Road, POB 2819 Weaverville, CA 96093 Ph: 530-623-1351, Fax: 530-623-1353</p>	<p>California Dept of Forestry or CAL-Fire <i>(Fire Safe Regulations for Trinity County)</i> Northern Region, Trinity-Trinity Unit Station 60 34400 State Highway 3, POB 1296 Ph: 530-623-4201, Fax: 530-623-5444 Website: www.fire.ca.gov</p>
<p>Trinity County Environmental Health Division <i>(Septic and Well Permits)</i> 61 Airport Road, POB 476 Weaverville, CA 96093 Ph: 530-623-1459, Fax: 530-623-1353</p>	<p>California Dept of Housing & Community Development <i>(Mobile Home Regulations, M/H Parks, Renovations)</i> Northern Area Office 9342 Tech Center Drive #550 Sacramento, CA 95826 Ph: 916-255-2532 Website: www.hcd.ca.gov</p>
<p>Trinity County Department of Transportation (Roads) <i>(Road Encroachment Permits, Driveways, Trenching)</i> 31301 State Hwy 3, POB 2490 Weaverville, CA 96093 Ph: 5+30-623-1365, Fax:530- 623-5312</p>	<p>Hayfork Fire Department <i>(Fire District for Hayfork)</i> 7230 State Hwy 3, POB 668 Hayfork, CA 96041 Ph: 530- 628-5126</p>
<p>Trinity Alps Unified School District <i>(School Developer fees for Weaverville District)</i> 321 Victory Lane, POB 1227 Weaverville, CA 96093 Ph:530- 623-2861 ext. 0 (Amy Curry)</p>	<p>Trinity Center Fire Department <i>(Fire District for Trinity Center)</i> POB 191 Trinity Center, CA 96091 Ph: 530-266-3420 Info: 530-598-8956</p>
<p>Trinity Public Utilities District <i>(Electric Company)</i> 26 Ponderosa Lane, POB 1216 Weaverville, CA 96093 Ph: 530 623-5536, Toll Free: 1-800-968-7783</p>	<p>Weaverville Fire Department <i>(Fire District for Weaverville)</i> 125 Bremer Street, POB 447 Weaverville, CA 96093 Ph: 530-623-6156, Fax: 530-623-5115 Website: www.wfdca.org</p>
<p>Trinity River Restoration Program (TRRP) <i>(Reviews development projects along the Trinity River)</i> 1313 South Main Street, POB 1300 Weaverville, CA 96093 Ph: 530-623-1800, Fax: 530- 623-5944 Website: www.trrp.net</p>	<p>Weaverville Community Services District <i>(City Water Services for Weaverville Area)</i> 716 Main Street, POB 1510 Ph: 530-623-5051, Fax: 530- 623-2108 Website: www.weavervillecsd.com/resources.htm</p>
<p>Trinity County Waterworks District 1 - Hayfork <i>(City Water Services for Hayfork Area)</i> 320 Reservoir Rd. Hayfork, CA 96041 Ph: 530-628-5449</p>	<p>Weaverville Sanitary District <i>(City Sewer Services for Weaverville Area)</i> 630 Mountain View, POB 1269 Weaverville, CA 96093 Office Ph: 530-623-4102, Plant Ph: 530-623-6529 Fax: 530-623-1975 Website: www.weavervillesd.com</p>
<p>Mountain Valley Unified Scool District <i>(School Developer Fees for Hayfork District)</i> 231 Oak Ave. Hayfork, CA 96041 Ph: 530-628-5265 Fax: 530-628-5267</p>	

APPLICATION REQUIREMENTS FOR MANUFACTURED HOME

MOBILE HOME INSTALLATION

Complete the Building Permit Application Sheet, front page of this packet and submit with your plans.

COMPLETE SET OF PLANS (3) - 3 complete sets of the Tie Down System or Engineered Permanent Foundation System plans must be submitted with the application.

All building plans must be signed by the person who drew the plans or, if engineered, signed by a California Licensed Engineer – NO EXCEPTIONS! Plans must indicate which snow load the structure is subject to. Call the office with your Assessor’s Parcel Number to verify your snow load. Plans must indicate CBC code year.

SET UP MANUAL – 2 Complete sets of the Mobile/Manufactured set up manuals.

PLAN REVIEW FEE (DEPOSIT) - A Plan Review Fee must be submitted with all building plans. This deposit is your plan review or mobile home installation fee and zoning fee combined. Contact Jeff or Jim at the office and they will calculate the amount you need to submit. Plans will not be accepted without the plan review fee. The deposit is a non-refundable fee. The remainder of the permit fees will be due upon issuance of the building permit. *Plan review fees are non-refundable.*

PLOT PLAN - 3 COPIES are required. The purpose of a plot plan is to establish a clear record of the use of the property. It may be helpful to imagine how the property would look from an aerial perspective and represent this view on paper. It is recommended that an Assessor’s plot map (copies available at the Trinity County Assessor’s Office, Courthouse, 11 Court Street, Weaverville, CA (530) 623-1257) be used for a detailed outline of the property.

An 8 1/2" x 11" size paper works well for drawing the property outline; the BD prefers this size for scanning purposes. Once the property outline is drawn, please draw existing and proposed uses for the property. Keep sizes proportionate; show distances to indicate locations and label the use of all structures (i.e., house, mobile home, garage, barn, etc.).

Show the following on all plot plans:

<ul style="list-style-type: none"> Property owner’s name 	<ul style="list-style-type: none"> Acreage/lot size of property
<ul style="list-style-type: none"> Assessor’s parcel number for the property 	<ul style="list-style-type: none"> Square footage of all buildings
<ul style="list-style-type: none"> North arrow 	<ul style="list-style-type: none"> Easements shown and labeled
<ul style="list-style-type: none"> Septic system and well location, both existing and proposed; also, show the distance to the neighbor’s septic system and well. 	<ul style="list-style-type: none"> Indicate whether there are mobile homes or houses and indicate whether there is a garage attached to the house and list the size of the garage
<ul style="list-style-type: none"> Roads and driveways shown and labeled, list length and width (used for Fire Department and Public Works) 	<ul style="list-style-type: none"> Drainage and waterways shown and labeled

SEWER & WATER - Proof and approval of sewer and water connections from the community sewer and water districts are required before issuance of a building permit for a dwelling or other structures needing services. A sewage disposal system is required in all areas not served by a Sanitation District. Approval for a private sewage disposal system must be obtained from the Trinity County Environmental Health Division prior to obtaining a building permit.

PLANNING DEPARTMENT - A copy of Section 27 of the Zoning Ordinance is attached. These conditions for the mobile home are required if your zoning has a Mobile Home Standard overlay. If your mobile home does not meet the requirements, you must apply for a Use Permit. All mobiles constructed from 1974 and older will need to get a Director’s Use Permit before the Building Department can issue an installation permit. Planning Department also reviews your plot plan for compliance with flood plain development standards.

MANUFACTURER’S INSTALLATION MANUAL - The home manufacturer’s installation instructions for all new homes and, when available, for used homes, shall be submitted with the application. Provide a floor plan along with the mateline loading for all multiple width manufactured homes.

TIEDOWN SYSTEM REQUIREMENTS - One of the following methods shall be used:

- 1) A tie down system within the manufactured mobile home, manufacturer’s instructions. Design specifications for each

tiedown assembly, including complete manufacturer's specification for the tiedown (ground anchor) construction and material, shall accompany the application, unless listed tiedown assemblies are used.

- 2) Listed tie down assembly(s) - Two (2) copies of the tiedown installation instructions shall accompany the application for installation.
- 3) A tie down system, engineered by a California licensed engineer or architect, which provides the necessary tiedown resistance. 2 sets of the engineered plans shall accompany the application for installation. Each page of the plan shall bear an original stamp and the engineer's or architect's signature.
- 4) An engineered tie down system, with installation instructions, issued as a Department Standard Plan Approval (SPA).

A copy of the Manufactures' Certificate of Origin from the original dealer is also required.

PERMANENT FOUNDATION REQUIREMENTS - Two sets of approved engineered plans shall accompany the application. *A copy of the Manufactures' Certificate of Origin from the original dealer is also required.*

ENGINEERING - (Ramada's/porches) - If pole type structures or manufactured or job built trusses are to be used, 2 sets of engineering design data must be submitted to the Building Department with the plans and original wet stamp of the engineer, signed by the engineer. If the site presents special problems such as: steep slope; unstable or filled ground; or is in a flood plain; or the structure is of unusual design such as post and pier; log or pole; the Building Department requires the design to be approved by a California Licensed Engineer or Architect.

SCHOOL DEVELOPER FEES - Imposed in most of Trinity County by the School district and are collected by the School District prior to issuance of a Building Permit. For questions please contact Susan Hazard #623-2861 Ex. 0 at the Trinity Alps Unified School District, 321 Victory Lane in Weaverville.

ENCROACHMENT PERMIT - If you eventually or directly access your property off a County road, you must contact the Department of Transportation to obtain an Encroachment Permit (530) 623-1365 for your driveway. If you access off a State Hwy, you must contact Caltrans at (530) 225-3307. This is applicable for all new structures and building.

CALIFORNIA DEPARTMENT OF FORESTRY REGULATIONS (Cal-Fire) - Please complete and submit the form enclosed in this building application. If you fall within a Fire District's boundaries, Weaverville and Hayfork, then you must submit a plot plan to the district instead of Cal-Fire for fire approval.

MOBILE HOMES - Alterations to mobile homes (roof changes, openings, etc.) require a separate permit from the Department of Housing & Community Development, including Chapter 7A requirements. Phone (916) 255-2501.

Mobile Home on a Permanent Foundation

In order to convert a mobile home from status as a vehicle to status as a permanent dwelling, a form 433-A must be filed. To obtain a 433-A form, a permanent foundation must be installed. To install a permanent foundation for a mobile home, a building permit must be obtained. To obtain a permit, an application with all the correct information is required. This includes two sets of engineered plans for the foundation system, three sets of the floor plans and three site plans.

After the foundation is permitted and finalized, a 433-A can be issued with the following requirements:

- a) Manufactures Certificate of Origin from the dealer; and
- b) A copy of the legal description of the parcel or commonly known as (Exhibit A) to your Deed of Trust, along with an individual grant deed will be required at the time of the application process; and
- c) A copy of the H.C.D, Housing and Community Development, title search, which can be obtained on line at their website or by contacting them by phone; and
- d) A check made out to the Trinity County Recorder's Office for recording fees. Fees are \$18.00 for the first page and \$3.00 a page thereafter; and
- e) A check made out to the H.C.D. for each transportable side at a cost of **\$11 per unit.**

After we complete the recording, a copy of the 433-A form and Foundation Certificate of Occupancy will be mailed to the applicant and/or contractor and the State of California Housing and Community Development (HCD).

If your property zoning is in a "MHS" area, the mobile must comply to the following regulations: "MH" and "MHS" Overlays
Ordinance No. 315-616

"MH" AND "MHS" OVERLAYS. Standards for manufactured homes (mobile homes) located on parcels with mobile home (MH) or mobile homes standards (MHS) overlay: (Ordinance No. 315-616)

1. Applicability. "MH" or "MHS" appearing after a zone abbreviation on the sectional district maps indicates that the property so classified is subject to the provisions of this subsection addition to those of the underlying zone.
2. Mobile Home or "MH" overlay. All manufactured homes (mobile homes) placed on parcels with Mobile Home or "MH" overlay zoning are permitted by right.
3. Mobile Home Standards or "MHS" overlay. Manufactured homes (mobile homes) placed on lots zoned for conventional single-family residential dwellings, and having Mobile Home Standards or "MHS" overlay zoning shall be subject to the following standards:
 - (a) Roof standards. The roof of the manufactured home shall:
 - (1) Be designed and manufactured with a minimum 3:12 pitch;
 - (2) Have roofing material which does not produce glare and which meets building and fire code requirements for a single family dwelling;
 - (3) Be designed and manufactured to meet the snowload standard required by the County Building Department for construction of a single family dwelling; and
 - (4) Be designed and manufactured with roof eave and gable overhangs of not less than twelve (12) inches as measured from the exterior wall of the home. The use of gutters are encouraged, but do not contribute to meeting the roof overhang standard.
 - (b) Ramadas. Ramada or similar structures shall not be allowed.
 - (c) Siding material. The manufactured home shall be designed and manufactured with wood or simulated materials. These materials include, but are not limited to, wood lap siding, till siding, or composite materials manufactured to simulate wood siding.
 - (d) Skirting Standard. If the manufactured home is raised above ground level, the design, manufacture and installation of the manufactured home shall include perimeter skirting matching the home's siding material. The skirting shall be installed prior to issuance of a certificate of occupancy.
 - (e) Mobile Home Certification. The manufactured home shall be certified under the National Mobile Home Construction and Safety Standards Act of 1974 (42 USC Section 5401, etseq.).
Manufactured Home Age. The manufactured home shall be manufactured within the past ten (10) years of the application date for the County Building Department installation permit. Once a manufactured home meeting the standards of this section and has been installed on a parcel within an MHS area, it may be relocated to any other parcel in the county provided that all other installation requirements of the building code are met. If the manufactured home is to be relocated to a parcel within an MHS area, then the building permit application to relocate the manufactured home must include sufficient information (including recent photographs) demonstrating that it meets all applicable standards of this subsection.
 - (g) Foundation. The manufactured home shall be installed as a permanent residence in accordance with the standards contained in Section 18551 of the California Health and Safety Code, and Section 1333 of Title 25 of the California Administrative Code.

(h) Front Entrance. The front entrance porch or deck shall be a covered structure with a roof overhang to compliment that of the manufactured home.

(i) Other permits required. The installation of the manufactured home shall meet all other applicable development requirements for construction of a single family dwelling.

D. PARCELS ZONED FOR SINGLE-FAMILY DWELLINGS. This subsection shall apply to manufactured homes (mobile homes) to be used as permanent dwellings on parcels where a single family use is permitted exclusive of mobile home parks, trailer parks, and mobile home (MH) or mobile home standard (MHS) overlay areas.

1. Certified mobile homes. Mobile homes that are certified under the National Mobile Home Construction and Safety Standards Act of 1974 (42 USC Section 5401, et. seq.), are permitted subject to the following standards:
 - (a) Foundation. The mobile home shall be placed on a support or foundation system pursuant to Section 18551 of the California Health and Safety Code, and Title 25 of the California Administrative Code.
 - (b) Skirting Standard. Perimeter skirting shall be installed which consists of similar material and design utilized for siding on the mobile.
2. Other Mobile Homes. Mobile homes that are not certified under the National Mobile Home Construction and Safety Standards Act of 1974, or do not meet the requirements of subsection D.1. above are permitted subject to the following:
 - (a) A Planning Director's Issued Use Permit shall be required pursuant to Section 32 of this Ordinance. On parcels of less than 10 acres, and where the proposed mobile home will be within 200 feet of an adjacent property line, such permit shall be denied by the Planning Director if fifty-one (51) percent or more of residents or property owners located within a three hundred (300) foot radius of the subject parcel have submitted written objections to the request.

M/H INSTALLATIONS

1. ALL UTILITIES must be installed prior to placing a mobile/manufactured home on the property.
 - a. Septic tank final.
 - b. Water, electric, gas to mobile/manufactured home location. LPG shut off must not be installed under coach.
2. MOBILE/MANUFACTURED HOME INSTALLATION
 - a. Underfloor blocking installed – refer to handout.
 - b. Sewer connected with cleanout.
 - c. Water connected.
 - d. LPG pressure test on mobile home with gage or monometer.
 - e. Electric connection complete with panel open for inspection. Shut off required at mobile home.
 - f. Landing/steps in place at one door.
 - g. Fire requirements must be complete.
 - h. Tie downs in place.
3. RAMADA
 - a. If required, must be completed prior to receiving final for occupancy.

PLOT/SITE PLAN

TRINITY COUNTY BUILDING DEPARTMENT

APPLICANT PREPARED SITE PLAN

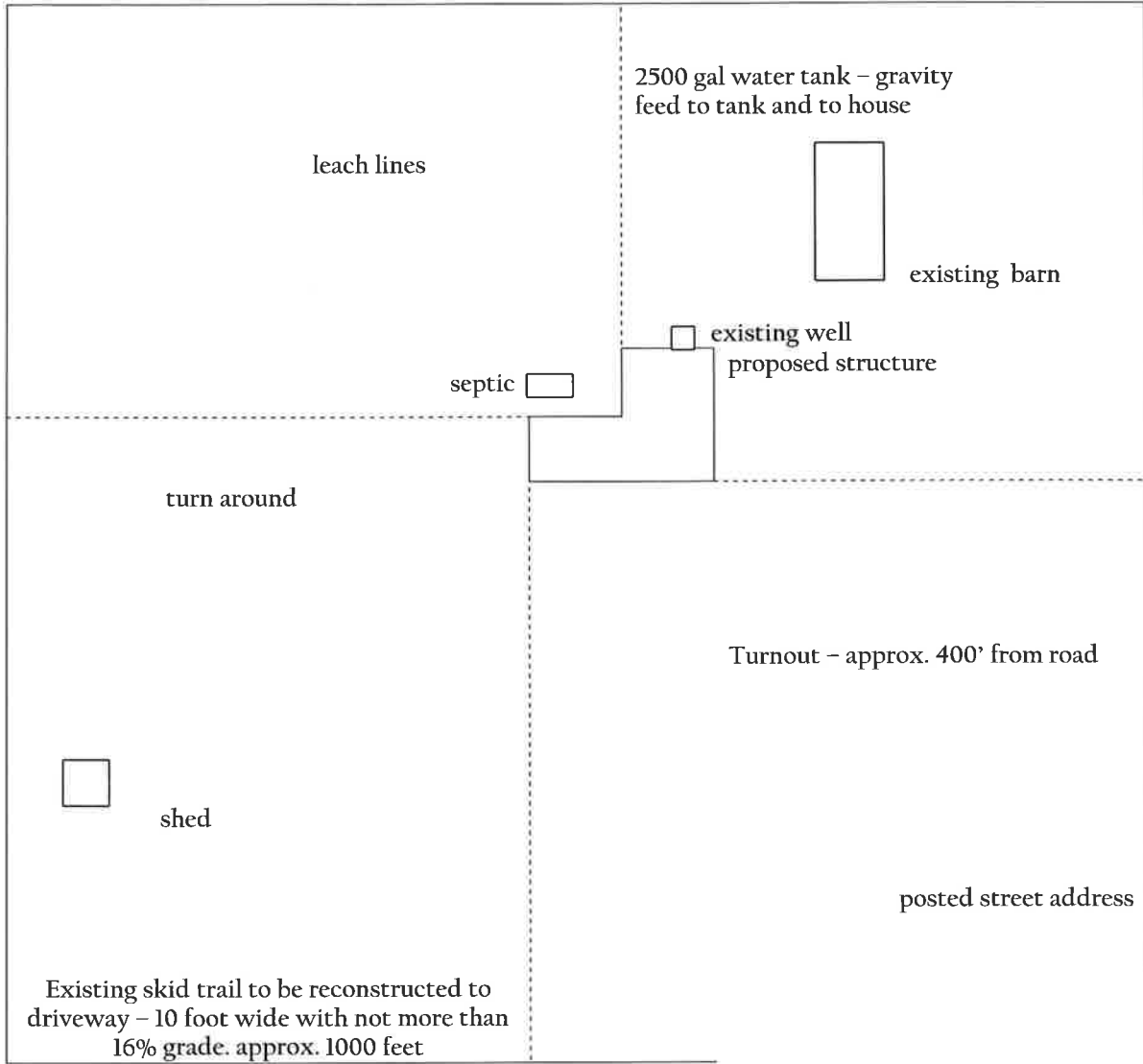
Permit No.

Drawn By:	APN:
Date:	Owner Name:
Scale:	Lot Area:

(EXAMPLE)

PLOT PLAN

Show distance from all four sides of proposed structure to property lines; distance from structure to septic and well; distance from structure to any easements. Show and identify all improvements i.e. dwellings and accessory buildings (garage, carport, barn, shed, storage, etc.), well and water sources, septic and leach lines, roads, driveways and easements



OWNER: _____

PHYSICAL LOCATION: _____

APN: _____ LOT SIZE: _____



North



TRINITY COUNTY
BUILDING AND DEVELOPMENT SERVICES
P.O. BOX 476, 61 AIRPORT ROAD
WEAVERVILLE, CALIFORNIA 96093
PHONE (530) 623-1354, FAX (530) 623-1353

AGENT'S AUTHORIZATION FORM
(Required only if Applicant is other than the property Owner)

I, the undersigned, state that I am (one of) the owner(s) of the proposed

_____ (Type of proposal/project)

On A.P.N. # _____.

I do hereby authorize and empower _____ (First & Last Name) to act on my behalf on all matters relating to said project in connection with its filing, processing, approval, conditional approval or disapproval by Trinity County, its boards and commissions, officers, employees and agents. Should I revoke this authorization it is my responsibility to serve written notice of said revocation to the County of Trinity by delivery to an authorized agent of the County on behalf of the Building Department.

1. _____
Signature

Owner (Print First and Last Name)

Street Address or PO Box

City State Zip Code

Contact Phone

Date:

2. _____
Signature

Owner (Print First and Last Name)

Street Address or PO Box

City State Zip Code

Contact Phone

Date:

IT IS THE PROPERTY OWNERS RESPONSIBILITY:

1. Call for all required inspections, or to have his/her contractor call for all inspections.
2. Call for a "Final" or have his/her contractor call.

If the Final is not done within the 180-day period from the last inspection, the permit is void and you may have to pay a reinstatement fee for final or resubmit under the current code for a new permit, depending on how much time is passed and the type of permit.

INSPECTIONS

1. Be sure your yellow card is posted at the entrance to the property, and the brown card is posted at the work site and available to the inspector.
2. Approved Plans must be on the job. If no plans are on the job, the inspector may not be able to do the inspection. If applicable, road encroachment and flood plain paperwork must also be available on site.
3. Provide a ladder on the job if it is necessary for the inspection. Typically this would be for a roof nail, frame, etc. type of inspection.
4. Requests for inspections must be called in prior to 7:30 AM on the day of inspection. Inspection requests may be left on the answering machine 24 hours a day. You must indicate permit number, type of inspection, job location, your name and phone number and date you wish to have the inspection scheduled. If we are unable to accommodate your inspection request, we will notify you. Most areas of the County have specific days which inspections are done. These days are indicated on your Building Permit.
5. To request an inspection, please call: (530) 623-4890. Please leave a message with the information requested in #4.

SPECIAL INSPECTIONS:

TEMPORARY ELECTRIC SERVICE requires inspection and a Blue Tag by the Building Department before the utility company will provide temporary power. Trinity County Building Department approval to energize an electric service (blue tag) for construction or other approved purposes is temporary only and is subject to periodic review. Services not in use for the stated purpose may be disapproved and disconnected.

Electric service approvals become permanent only after final inspection of project and issuance of a CERTIFICATE OF OCCUPANCY by the Building Department.

SEPTIC SYSTEMS are approved and all inspections made by the Trinity County Environmental Health Department, 61 Airport Road, Weaverville CA 96093. Telephone number: 530-623-1459.

INSPECTION AREA SCHEDULE

JIM SANTIAGO, Chief Building Official
JEFF DICKEY, Building Inspector I

MONDAY - LOCAL, TRINITY CENTER, COFFEE CREEK, LEWISTON, POKER BAR, DEERLICK SPRINGS, HAYFORK, HYAMPOM, WILDWOOD

TUESDAY - LOCAL, DOUGLAS CITY

WEDNESDAY - LOCAL, JUNCTION CITY, DEL LOMA, BIG BAR, HAWKINS BAR, BURNT RANCH, SALYER, DENNY

THURSDAY - LOCAL, TRINITY CENTER, COFFEE CREEK, LEWISTON, POKER BAR, DEERLICK SPRINGS, HAYFORK, HYAMPOM, WILDWOOD

FRIDAY - LOCAL, RUTH, ZENIA, KETTENPOM, HETTENSHAW, MAD RIVER, VAN DUZEN

**Trinity County
Department of Transportation**

P.O. Box 2490
Weaverville, CA 96093
(530) 623-1365 - (530) 623-5312 - Fax



OFFICIAL USE ONLY	
ENCROACHMENT PERMIT #:	_____
PAID:	CK # _____ DATE _____
RECEIPT NO:	_____
PAID BY OTHER – SEE BACK OF THIS PAGE <input type="checkbox"/>	

Application For Encroachment

FEE: \$150.00 - Utility / Trench : \$200.00 - Logging: \$200.00
Payable On Receipt

Proposed Work:

<input type="checkbox"/>	Driveway Construction	<input type="checkbox"/>	House Addition / Remodel	<input type="checkbox"/>	Driveway Upgrade
<input type="checkbox"/>	Logging Operations	<input type="checkbox"/>	Trench	<input type="checkbox"/>	Utility Installation
<input type="checkbox"/>	Special Events	<input type="checkbox"/>	Fence	<input type="checkbox"/>	Mailbox
<input type="checkbox"/>	Other:	<input type="checkbox"/>	New Home	<input type="checkbox"/>	Modular / Mobile Home

NAME: _____

PHONE: _____

MAILING ADDRESS: _____

County Road Name: _____ Rd # _____ APN: _____

Diagram below the work proposed in your application for an encroachment permit. Distance and direction to nearest landmark and/or intersection must be shown on your diagram. To avoid any delay in the processing of your application, stake and/or flag location of encroachment for the field review.

Signature: _____

Date: _____

Agent: _____

Date: _____

This Department assumes applicant/agent has full authorization and owns land or has received permission from land owner(s) to construct the facility requested in this application. By signing this application applicant/agent understands Trinity County by issuing an encroachment permit does not grant applicant/agent any rights he/she does not already have.

**FIRE PROTECTION, DRIVEWAY OR ROADS, DEFENSIBLE SPACE,
AND ADDRESSING REQUIREMENTS**

INTRODUCTION

In September of 1987, the Governor signed a bill which created a new law, Public Resources Code Section 4290 (PRC 4290), "Regulations Implementing Minimum Fire Safety Standards Related to Defensible Space Applicable to State Responsibility Area Lands". PRC 4290 are minimum statewide wild land fire safety regulations. The Trinity County Board of Supervisors adopted the statewide Regulations and approved Ordinance 1162, commonly known as the Trinity County Fire Safe Standards. These Standards became effective January 1, 1992, and are designed to minimize the loss of structures, lives, and resources due to uncontrolled wildfires. The Standards are applicable to all of Trinity County and affect land divisions, new road construction, building permits for new construction, and mobile home installations. Trinity County's permit process was amended to incorporate these rules. Please complete this form and submit to CAL FIRE for specific requirements related to your project. The CAL FIRE Inspector must approve all of the specific requirements for your project prior to the final inspection by the Trinity Co Building Department.

REQUIREMENTS

Fire Safe Ordinance 1162 Standards may include *any* of the following requirements for your project:

DRIVEWAY or ROADS:

- Driveways shall not be less than 10 feet in width. Roads must have two 9-foot travel lanes to allow 2-way traffic. Driveways serve up to 2 buildings and no more than 3 dwelling units on a single parcel. Roads serve more than one parcel; access to any industrial or commercial property; or serve more than 2 buildings or four or more dwelling units on a single parcel.
- Shall have a minimum of 6 inches of aggregate road base, shale, or equivalent to provide an all weather surface capable of supporting a 40,000-pound vehicle load.
- Driveways shall have a turnaround area near the building site for driveways 300 feet or longer. The turnaround shall provide adequate area for a fire engine.
- Driveways shall have a turnout near the mid-point of the driveway for driveways 150 feet or longer. The turnout shall provide adequate area for a fire engine.
- Grades for driveways or roads shall not exceed 16 percent.
- Shall provide a minimum of 15 feet of vertical clearance. Vertical clearance shall be measured from the ground to the lowest tree branch overhanging any portion of the driveway.

ON-SITE WATER FOR FIRE PROTECTION:

- If the parcel you are building on was created and/or approved after January 1, 1992, you are required to provide a minimum 2,500-gallon water tank. The tank system shall be for the purpose of water for fire suppression during a wild land fire or a fire originating from within the building. The CAL FIRE inspector will provide typical system diagrams and advice as to how to meet this requirement for your parcel. The water system must be in place prior to the completion of building construction.

STRUCTURE SETBACK FOR DEFENSIBLE SPACE:

- All buildings constructed on a parcel of land one-acre or larger in size shall setback a minimum of 30 feet from all property lines. For parcels of less than one acre, the CAL FIRE inspector is required to mitigate to provide the same practical effect as 30 feet setback. Your plot plan needs to indicate the setback between your proposed building and the property lines. This must occur prior to the foundation inspection.

DISPOSAL OF FLAMMABLE VEGETATION AND FUELS:

- All vegetation and fuels removed for building and driveway construction shall be disposed by chipping, hauled to a landfill/dump, or by burning. If burning, disposal shall be in accordance with Air Quality Management District regulations and federal, state, or local fire department burning permit regulations.

BUILDING ADDRESSING:

- All buildings shall have a permanently posted address placed at the driveway entrance and visible from both directions of travel along the road. Addresses shall be a minimum of 3 inches in height and contrast with the background color of the sign.

ATTENTION:

CAL FIRE INSPECTOR
P.O. BOX 1296
WEAVERVILLE, CA 96093
530-623-5681

BUILDING PERMIT NUMBER: _____

ASSESSOR'S PARCEL NUMBER: _____

PROJECT DESCRIPTION: _____

PROJECT ADDRESS: Road _____

Town _____

Acreage: _____

NAME: _____

MAILING ADDRESS: _____ TOWN _____ ZIP _____

PHONE NUMBER(S): _____

Detailed location to the property (Please draw a map on the back if street names and addresses are not posted). Include site plans of the property, showing the building locations, property lines, setbacks, i.e. footage from project to the property lines, driveway length on site water supply, if applicable, and any other pertinent information which will assist the inspector:

The applicant understands that it is their responsibility to contact CAL FIRE for an inspection before they begin the project, so that they can comply with the Trinity County Fire Safe Ordinance. If an inspection is conducted early in the planning stage the applicant and/or the property owner can avoid delays, unnecessary misunderstandings, and/or complications prior to the completion of the project.

In addition, the applicant must provide CAL FIRE with documentation verifying when the parcel was created and/or approved. Per the Trinity County Fire Safe Ordinance all parcels that were created and/or approved after January 1, 1992 requires the applicant to have an emergency water system on the property, (Sec 1275.00). If the documentation is not attached to this inspection request the CAL FIRE inspector will require the applicant to provide the water supply based on the Fire Safe Ordinance. To obtain parcel information the applicant can go to the Trinity County Assessor's Office @ 11 Court Street Weaverville, CA or call them @ 530-623-1257 regarding the process to obtain the necessary parcel information.

The CAL FIRE inspectors will make every effort to conduct the inspection in a timely manner. However, the inspectors have other job duties and during fire season are assigned to fire control. That is why it is important for the applicant to begin the process early. Therefore, during the busy times of the year inspectors may receive a request for an inspection and have a small window of time to conduct the inspection. This means the inspector may go to the site without any prior notification. Please read the two statements below and initial the one that is applicable to you as the applicant and/or property owner agrees with.

_____ I DO NOT WANT A CAL FIRE INSPECTOR TO INSPECT MY PROPERTY WITHOUT PRIOR NOTIFICATION.

_____ I GIVE MY PERMISSION TO THE CAL FIRE INSPECTOR TO INSPECT MY PROPERTY WITHOUT ANY PRIOR NOTIFICATIONS.

SIGNATURE: _____

DATE: _____

Revised 12/3/15 _____