

## **9th EDITION 780 CMR 110.R3: MANUFACTURED BUILDINGS BUILDING PERMIT APPLICATION CHECKLIST**

In addition to the usual application requirements for a building permit, an application for a manufactured building project requires the following information per 110.R3:

- a) A copy of the Construction Supervisor's license (CSL). A CSL, duly licensed in accordance with 780 CMR 110.R5, shall apply for and obtain all permits required for the field installation of all product. Note: (The CSL shall be responsible for all construction work done on the site and shall provide at least 48hours' notice to the municipal building official before the placement and connection of such product shall begin).
- b) The name of the installer, with evidence that the manufacture has duly certified the installer to install said manufacturer's product.
- c) A statement that the work to be performed under such permit is to include the installation of the specific type of product in accordance with the provisions of the applicable codes, the statement is to be signed by the CSL, with the appropriate address.
- d) Plan Identification Number Assignment Form for newly constructed or recertified units with BBRS number.
- e) Site specific plans and specifications.
- f) Plans by the manufacturer shall be stamped on every page by the Third Party Inspection Agency.

Plans for all the proposed site built construction. These provide written, graphic and pictorial documents describing the design, location and physical choreotrichs of the elements of the product, drawn to an appropriate scale.

Pages showing calculations by a registered design professional shall include their stamp and signature.

- g) Energy compliance information. It is suggested that CSL to indicate which portions of the insulation installation will be;
  - a. Installed onsite by the CSL
  - b. Installed by the manufacturer in the factory.
- h) Set manuals are required to be on site at time of project set. **EXCEPTION:** If all connection details are provided on the plans then a separate set manual is not required.
- i) CSL should provide an access route plan which shall include height and width of the product.

Note: The CSL shall also confirm and document that the foundation, once completed, will be verified for compliance levelness, plumb, squared, and within the dimensional tolerances per manufactures specifications.