

# LOWER SWATARA TOWNSHIP CODES DEPARTMENT

Donald A. Fure, Building Code Official  
Kaylee Justice, Planning & Zoning  
Ron Burkholder Jr, Construction Code Official  
Tonya K. Condran, Permit Technician

1499 Spring Garden Drive, Middletown, PA 17057  
Phone: (717) 939-9377  
Fax: (717) 939-5682  
Web: [www.lowerawatara.org](http://www.lowerawatara.org)

## Manufactured Home Permit Check list for New and Relocated Homes Effective October 1, 2020

1. Installer must provide copy of HUD License at the time of permit application. Installer license verification at <https://manufacturedhousinginstallation.com/installers>
2. Wind zone
3. Roof load
4. Habitability Checklist (Relocated Homes) required prior to permit being issued. Guidelines and checklist can be found at <https://dced.pa.gov/download/habitability-guidelines-for-relocated-manufactured-homes/?wpdmdl=56739&refresh=5f63726f86dfe1600352879>
6. If manufacture reinforce floors at exterior doors to be exempt from footing, provide that detail
7. Type of deck/porch stairs exiting house. Wood framed decks must be detached, on footing and built to the 2018 IRC.
8. Helpful information can be found on DCED website: <https://dced.pa.gov/housing-and-development/manufactured-housing/>
9. For homes located in the floodplain, engineered plans for the footing, foundation and anchor systems are required. Propane tanks, decks, condenser units etc. must be elevated above the flood level or engineered to be installed in the floodplain. An elevation certificate is required at the completion of the job

Applications and sample forms are available at the codes office or online at [www.lowerawatara.org](http://www.lowerawatara.org)

- ☐ Permit application completed
- ☐ Permit checklist completed
- ☐ Plot plan submitted
- ☐ \$50 application fee required at permit application
- ☐ Sewer permit application