

LOWER SWATARA TOWNSHIP CODES DEPARTMENT

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Manufactured Home Permit Checklist For New and Relocated Homes

1. Installer Certification
2. DAIPA approved installation manual
3. Data plate information
 - a. Wind zone
 - b. Roof load zone
 - c. Comfort heating zone
 - d. Serial number
 - e. Model number
 - f. Name of DAPIA (same DAPIA indicated on installation manual)
 - g. Manufactures Certification Label Number (cross reference from data plate and labels on home)
4. Footing depth below grade, thickness and dimensions per manufacture specs. If a soil bearing compaction test is not performed, the lowest compaction value must be used. Footings on fill require compaction test
5. Pier type (single, double cmu Etc..) location, spacing and height
6. Anchor type. Provide specs if alternate system used
7. If manufacture reinforce floors at exterior doors to be exempt from footing, provide that detail
8. Type of deck/porch stairs exiting house. Wood framed decks must be detached, on footing and built to the 2015 IRC.
9. Helpful information can be found on DCED website: <https://dced.pa.gov/housing-and-development/manufactured-housing/>
10. 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.lowerswatara.org

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

Permit Checklist

This form **MUST BE COMPLETED** and turned in with your application.

The following permits are required to be obtained prior to the release of a building permit. A building permit is considered incomplete until the applicable permits below are obtained.

Provided	Needed	Not applicable	Determined by L.S.T	Permit Requirements
				Sewage facilities planning module or exemption letter
				Erosion & Sediment approvals
				NPDES approvals
				Zoning approvals
				L.S.T street cut permit
				L.S.T. sewer authority permit or on-lot septic permit
				FAA Approval if in airport zone, Penn Dot AV 57 form
				Proof of Land Development/Subdivision recording
				Penn Dot HOP Permit or notice of acknowledgment that one is required

___ Residential Application Fee of \$50; Commercial Application Fee of \$75

___ 2 Sets of plans required. Commercial requires that 1 set of those sets is to have original wet stamp.
Minimum size: Residential – 11"x17"; Commercial – 24"x36"

___ Workers Compensation with Lower Swatara Township as the certificate holder required. Notarized waiver form required if the contractor is exempt from the Workers Compensation Law. Home owners performing their own work or acting as the General Contractor are exempt.

___ Commercial Electrical Review is done by a township approved third party (see back of this form). Whoever reviews the plans shall be contacted for inspections. Electrical pages should be separated from the remainder of plans. At permit application, provide which electrical third party you want to review the plans and provide contact information for whom they should bill for their services and contact for questions.

**APPROVED THIRD PARTY ELECTRICAL INSPECTION AGENCIES
AGREEMENTS WITH LOWER SWATARA TOWNSHIP**

Middle Department Inspection Agency, Inc. (MDIA)
3901 Hartzdale Drive, Suite 112
Camp Hill, PA. 17011
Contact: Ron Yoffee: 717-761-5340 Fax: 717-761-5590

Commonwealth Code Inspection Service, Inc. (CCIS)
176 Doe Run Road
Manheim, PA. 17545
Office 717-664-2347
Contacts: Jeremy Blanck – inspector George Syder-Plans

Approved Code Services (ACS)
5060 Ritter Road, Suite A2
Mechanicsburg, PA. 17055
Contact: Phone: 717-506-0464 Fax: 717-918-5798

American Inspection Agency (AIA)
342 Miller Road
Sinking Springs, PA. 19608
Contact: Phone: 1-800-806-6610 Fax: 610-678-4359