



**REGIONAL DISTRICT**  
of Fraser-Fort George

## **BUILDING INSPECTION**



## **BUILDING INSPECTION – MANUFACTURED HOMES**

The objective of the Building Inspection Services is to ensure the health, safety, accessibility for persons with disabilities, fire and structural protection of buildings, energy and water efficiency and protection of persons and property by confirming that buildings and their systems generally conform to relevant bylaws, the BC Building Code, and other applicable standards.

Before purchasing or moving a modular/ manufactured home into the Regional District of Fraser Fort George please ensure it meets or exceeds all necessary requirements.

- Snow loads must meet or exceed 4.3 kpa ground snow load
- Must be BC registered
- Must display the CSA Z240 certification. Manufactured homes used as residences on all properties within the Regional District of Fraser Fort George must bear a valid CSA certification decal, to be approved for use as a dwelling unit. The decal is usually found affixed to the cladding just to the left of the main entrance.
- All manufactured homes produced in Canada are required to carry a Canadian Standards Association Certification; either CSA Z240 for mobile homes, or CSA A277 for modular homes. When making non-structural changes to the exterior of a manufactured home, do not remove or deface the CSA decal.

It is the property owners responsibility to ensure all necessary permits are obtained prior to construction of any works.

The Regional District must be advised if ;

- Work will not proceed as applied for or the project has been cancelled.
- If there are any alterations to building plans as submitted to the Regional District.

### **How do I apply for a Permit ?**

Requirements vary depending on the extensiveness of the project being built. A registered owner or agent appointed by the homeowner may apply for a building permit.

Documents required but not limited to include;

- Building Permit Application
- One (1) copy of a Site Plan
- Two (2) copies of floor layout plan and footings diagram
- Title Search (within 3 months)
- Other items that may be required
- Schedule B – if using screw piles
- Application Processing fee \$100
- Engineering schedules and/or reports
- Septic Filing - from ROWP & accepted by [Northern Health Authority](#)
- Appointment of Agent Form
- Development Permit

Incomplete applications will be rejected. Building plans must show all necessary details for review.



Note : If you are in the Agricultural Land Reserve and are building a second home , please contact our office early, as additional requirements through the ALC may be required prior.

**Regional District of Fraser-Fort George**

155 George Street, Prince George, BC V2L 1P8

Tel: 250-960-4400 • Fax: 250-562-8676 • Toll Free: 1-800-667-1959 • [www.rdffg.bc.ca](http://www.rdffg.bc.ca)

## How do I get an inspection ?

It is the responsibility of the permit holder to call and schedule the necessary inspections of the build. Failure to do so may result in additional cost or having to expose work for inspections. Please allow 48 hours' notice when booking an inspection.

Typical inspections include;

- **Footings**- prior to pour
- **Foundation** – when wall forms are complete prior to pour. If a full basement or crawl space is installed, then the following inspections apply;
- **Backfill** – when drain rock, drain tiles, foundation insulation and damp proofing is complete. Prior to Backfill
- **Preslab**- Prior to pouring concrete floor slab
- **Occupancy**- when all prior inspections have passed, and all health and safety requirements have been met.

An approved Occupancy Inspection is required prior to occupying a building, this is passed when all previous inspections have been approved, profession letters of assurance have been submitted, final sewage, proof of potable water, final gas and electrical declarations have been provided.

Final Inspection Requirements for Manufactured Homes;

### Foundation System Complete

- Anchorage
- Ground cover under home

### Skirting Installed

- Ventilation per CSA Standards( 1sqft / 50sqft of unit)
- Access Door

### Landings – Stairs at every Exterior Door

- Landing
- Access stairs (complete with handrails and guardrails)

### Final Grade to Property

- Slope away from mobile home
- A letter of Certification for sewerage system must be on file at our office

## Building Permit Expiration

Every building permit is issued on the condition that the permit expires if;

- The work has not begun within 270 days (approx.9 months) of being issued
- The work has been discontinued and no inspections have been placed within 180 days (approx.6 months)
- The project is not completed within 3 years

A building permit may be extended only twice for a one year period. And the application for extension must be made at least 30 days prior the date of expiration. The first extension fee is \$300, and \$600 to extend a second time.

## How much is a Building Permit ?

The building permit for a manufactured home vary depending on the size and the foundation it sits on.

Upon application for **ANY** permit a \$100 non-refundable application processing fee will be charged.

When the building permit has been issued a security deposit fee based on the type of construction will be charge as well. This security deposit must be paid by the owner and is refunded within 30 days of written request from the payor after Final inspections is complete and acceptable by the building official.

### Other Agencies involved in Rural construction

Northern Health Authority  
(for on-site sewage)  
4<sup>th</sup> Floor, 1600 Third Ave.  
Prince George BC V2L 3G6  
Phone: 250-565-2150  
Fax: 250-565-2144  
[www.northernhealth.ca](http://www.northernhealth.ca)

Technical Safety BC  
(gas & electrical inspectors)  
2977 Ferry Ave  
Prince George, BC V2N 1L3  
Phone: 1-866-566-7233  
[www.technicalafetybc.ca](http://www.technicalafetybc.ca)

Agricultural Land Commission  
[ALC.North@gov.bc.ca](mailto:ALC.North@gov.bc.ca)  
1-800-663-7867

Licensing and Consumer Services  
Suite 203 - 4555 Kingsway  
Burnaby BC V5H 4T8  
Toll Free: 1-800-407-7757  
Phone: 1-604-646-7050  
Fax: 1-604-646-7051  
[licensinginfo@bchousing.org](mailto:licensinginfo@bchousing.org)

BC OneCall  
[bconecall.ca](http://bconecall.ca)  
1-800-474-6886

*This information has been provided for convience only. It is neither a bylaw nor a legal document. If any contradiction between this information and relevant bylaws and/or applicable codes arises, such bylaws and/or codes shall be the legal authority.*

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