

	<h1 style="text-align: center;">Manufactured Housing</h1>		Form last updated 2/2024
Physical Address: Auburn City Hall Annex, 2 nd Floor 1 E Main St	Mailing Address: 25 W Main St Auburn, WA 98001-4998	Webpage & Email: www.auburnwa.gov permitcenter@auburnwa.gov	Phone and Fax: Phone: (253) 931-3090 Fax: (253) 804-3114

Manufactured or factory assembled homes require a permit for foundation and location placement. Please note that the structure itself is permitted through [Washington State Department of Labor & Industries](#). L&I permit approval will be verified at final inspection.

Information required for permit.

- Complete City of Auburn permit application through MyBuildingPermit.com portal.
- Site plan drawn to scale. Site plan requirements for homes sited in parks are substantially different from homes sited on individual building lots. Refer to instructions below for clarification.
- Water and sewer service must be available. This will typically be demonstrated by a letter of availability from the service provider.
 - i. If the City of Auburn is providing either of these services a permit for such service will be deemed adequate evidence of availability.
 - ii. If the site is served by a septic system King County Health Department approval of such system must be provided.
- Information of the Washington State Certified Manufactured Home Installer Certificate.
- State approved or engineered foundation system.
- Manufacturer's installation instructions for the unit.

Site Plan Requirements

Homes placed in a manufactured home park:

- Location of the home in relation to other homes, accessory buildings, and roads.
- Location of porches, stairs, or other accessory structures.

Homes placed on a single-family lot:

- Lot lines and easements.
- Location of home on property.
- Location of other structures including decks, porches, garages, or storage sheds.
- Contours of property in increments no greater than two feet.
- Impervious surface areas such as driveways or patios.

Information required for final inspection approval. Effective July 1, 2003, certified manufactured home installers must place a red metallic installer certification tag on each home they install prior to inspection by the local jurisdiction. The tag must list all installation work performed by the certified installer. If two or more certified installers perform different aspects of the installation, one tag is required for each installer.

WAC 365-210-160 requires installer certification tags to be placed: 1) directly above or below the HUD certification label; or 2) temporarily located in plain sight within three feet of the home's front entry.

If You Need Help: If you're unsure about permitting requirements, please feel free to email the [Permit Center](#). If you need help determining your setbacks, please email [Planning Services](#).