



# MINNESOTA DEPARTMENT OF LABOR & INDUSTRY

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## INSTALLATION INSPECTION/AUDIT

Installer Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Date: \_\_\_\_\_

Installation Address: \_\_\_\_\_

Manufacturer: \_\_\_\_\_ Serial #: \_\_\_\_\_

D.O.M.: \_\_\_\_\_ HUD Label #: \_\_\_\_\_

Description	Yes	No	Status
<b>Subpart A General</b>			
<b>3285.2 Manufacturers Installation Instructions</b>			
Manufacturers Installation Instructions On-Site.			
<b>Subpart B Pre Installation Considerations</b>			
Zoning approval and permits from local jurisdiction.			
Manufacturing installation instructions or engineering documents on site.			
Plan approval from the Authority Having Jurisdiction (AHJ).			
Does the home conform to the Alternate Construction Instructions <i>(if applicable)</i> ?			
<b>3285.101 Fire Separation</b>			
LAHJ has approved Fire Separation Distance and Setbacks.			
<b>3285.102 Installation of manufactured Homes in Flood Hazard</b>			
Is the home site wholly or partly in a flood hazard area.			
If in a flood zone, is the foundation engineered to minimize flood damage.			
<b>3285.103 Site Suitability with Design zone Maps <i>(HUD labeled units)</i></b>			
The home is designed for wind zone 1.			
The home is designed for a roof snow load of 30 PFS (Middle Zone).			
The home is designed for thermal zone .079 or less (Zone 2 before 10-25-94, Zone 3 after 10-25-94).			
<b>Subpart C Site Preparation</b>			
<b>3285.201 Soil Conditions</b>			
Foundation constructed on firm, undisturbed soil or fill compacted to at least 90% of its maximum relative density.			
All organic material such as grass, roots, twigs, and wood scraps must be removed from areas where footings are to be placed.			
<b>3285.202 Soil Classifications and bearing capacity</b>			
Soil classification and bearing capacity must determined before the foundation is constructed and anchored, using one of the following six methods, indicate which was used: <b>1) Soil tests; 2) Local soil records; 3) Soil bearing capacity based on Soil Classification; 4) A pocket penetrometer; 5) Torque Probe; 6) Dyanmic Cone Penetrometer; 7) In lieu of determining the soil bearing capacity, an allowable pressure of 1500 psf may be used, unless the site-specific info requires the use of lower values; 8) If the soils appear to be composed of peat, organic clays, uncompacted fill or appears to have unusual conditions, an Engineer, Geologist or Architect must determine the bearing capacity.</b>			
<b>3285.203 Site Drainage</b>			
Drainage provided to direct surface water away from the home to protect against erosion of the foundation supports and to prevent water build-up under the home.			
Drainage diverted away from the home at a minimum of 1/2" per foot for the first 10'			
Vapor Retarder provided under the home if enclosed by skirting.			
Home is protected from surface runoff from surrounding area.			
Gutters and Downspouts installed per Manufacturers Instructions and diverted away from home.			

Description	Yes	No	Status
<b>Subpart D Foundations</b>			
<b>3285.301 General</b>			
Footings at Frost Depth (Southern MN 42" Northern MN 60")			
Foundations designed and constructed based on site conditions, home design features, and the loads the home was designed to, and in accordance with the "approved" plans.			
<b>Subpart E Anchorage Against Wind</b>			
<b>3285.401 Anchoring Instructions</b>			
Manufacturers Installation Instructions or an approved alternate designed by a Professional Engineer or a Registered Architect.			
Home is being installed in the wind zone for which it was designed. (Listed on Data Plate)			
<b>3285.402 Ground Anchor Installations</b>			
Ground Anchors installed to full depth.(Frost depth if required)			
Ground Anchors installed per Manufacturers Instructions.			
Straps are a minimum of 1 1/4 inch x 0.035 inch or larger.			
Straps must have a minimum capacity of 4,725lbs and a working capacity of 3,150lbs.			
Straps Installed/Spaced per Installation Instructions.			
Longitudinal Anchoring Provided as required if required.			
<b>3285.403 Sidewall, over-the roof, mate-line, and shear wall straps</b>			
If any of the above listed are installed by mfg., they must be connected to an anchoring assembly.			
<b>3285.404 Severe Climatic Conditions</b>			
In frost-susceptible soil locations, Ground anchors must be installed below frost line			
<b>OR</b>			
Foundation is Frost protected in accordance with acceptable engineering practices.			
<b>Subpart F Optional Features</b>			
<b>3285.504 Skirting</b>			
Skirting of weather-resistant materials or protected against weather deterioration.			
Skirting installed correctly as to not trap water or damage home.			
<b>3285.505 Crawlspace ventilation</b>			
Required crawlspace ventilation provided--1/150 square feet within 3 feet of each corner.			
Ventilation placed as high as possible on skirting/foundation.			
Ventilation openings protected from rodent infestation.			
Access opening provided (minimum of 18" wide and 24" high, not less than 3 sq ft clear opening).			
Dryer exhaust vents and other combustion air inlets vented through the skirting.			
<b>Subpart G Ductwork, Plumbing and Fuel Supply Systems</b>			
<b>3285.603 Water Supply</b>			
An identified and accessible Shut-off valve provided between water supply and inlet to home.			
Shut-off valve under or adjacent to home.			
Exposed sections of water supply lines, shut-off valves, pressure reducers, and pipes in water heater compartments are insulated or otherwise protected from freezing.			
Pipe heating cable (if used) shall be listed for use in Manufactured Homes and installed per the Cable			
Water system inspected and tested for leaks per Installation Instructions.			
Water piping supported at not more than 3' intervals			
<b>3285.604 Drainage System</b>			
Drain lines have a slope of not less than 1/4" per foot(unless otherwise noted on schematic diagram)			
Drain lines Supported at not more than 4' intervals.			
Drainage system inspected and tested for leaks after completion at site.			
<b>3285.605 Fuel Supply System</b>			
The flexible connector, direct plumbing pipe or "Quick Disconnect" device is protected from mechanical and impact damage and is located to minimize the possibility of tampering.			
Gas system inspected and tested for leaks after completion at the site.			
<b>3285.606 Ductwork Connections</b>			
Ductwork connections sealed to prevent air leakage.			
Ducts supported above the ground at not more than 4' intervals or per mfg. installation instructions.			
Ducts outside of the Thermal Envelope insulated with a minimum of R-4.0 with continuous Vapor			

Description	Yes	No	Status
<b>Subpart H Electrical Systems and Equipment</b>			
<b>3285.702 Miscellaneous lights and fixtures</b>			
All site installed lighting fixtures are installed per their listing and this section.			
After completion of all electrical wiring and connections, including crossovers, electrical lights, and			
1) A continuity test to assure that metal parts are properly bonded.			
2) Operational tests of all devices and utilization equipment except water heaters, electric ranges, electric furnaces, dishwashers, clothes washers/dryers and portable appliances to demonstrate that they are connected and in working order,			
3) Electrical equipment installed or completed during installation, electrical polarity checks must be completed to determine that connections have been made properly. Visual verification is an acceptable electrical polarity check.			
<b>3285.703 Smoke Alarms</b>			
Smoke alarms installed where required by this chapter and are functional.			
<b>Subpart I Exterior and Interior Close-Up</b>			
<b>3285.801 Exterior Close Up</b>			
Exterior siding and roofing necessary to join all sections of the home installed according to the product			
Exterior close up strips/trim fastened securely and sealed with exterior sealant.			
All joints and seams that were disturbed during location of home made weatherproof.			
Polyethylene sheeting removed prior to siding.			
Any holes in the roofing have been made weatherproof and sealed with a sealant or other material			
Mate-Line gasket installed per installation instructions.			
Hinged roof and eaves completed in accordance with this section			
<b>3285.802 Structural Interconnection of Multi-Section Homes</b>			
Structural Interconnection of the sections is complete in accordance with the mfgs instructions.			
No gaps are present between the structural elements. Verify allowable gaps at ridge and floor lines.			
<b>OR</b>			
Gaps are present but are sealed by the gasket, are shimmed with dimensional lumber and the fastener length has been adjusted accordingly.			
<b>3285.803 Interior Close-Up</b>			
All shipping blocking, strapping, or bracing has been removed.			
Wall panels for joining sections of the home are installed using adhesive and 1 1/2" nails or staples @ 6" o.c. on edges and 12" o.c. in the field or per installation instructions.			
<b>3285.804 bottom Board Repair</b>			
Any missing or damaged insulation has been replaced (R-value same as orginial)			
Any splits or tears in the bottom board resealed with approved tape or patches			
Plumbing P- Traps checked to ensure proper insulation coverage.			
<b>Notes:</b>			
<b>Inspectors Signature:</b> _____			
<b>Date:</b> _____			

N/A=Not Applicable, N/C=Not Completed at Time of Inspection, N/V=Not Visible at Time of Inspection, P/R=Verified at Time of Plan Review

# Correction Report

Customer Name:

Dealer or Installer Name:

The repair of the non conformances listed in this report, shall be completed within 40 days of receiving this order for correction in accordance with MS 327.34, Subd. 1 (d)

## CORRECTION COMPLETION

I certify the non conforming item (s) listed above have been corrected.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## SYSTEMS TEST AFFIDAVIT

Description	Completed	
	Yes	No
Drainline (Flood Test or Manometer Test):		
Water Line:		
Fixture Test:		
Gas Test:		
Electrical Operational:		
Electrical Polarity:		
Electrical Continuity:		
Smoke Alarm Test:		

I certify the above systems testing has been completed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_