



MANUFACTURED HOME PLAN SUBMITTAL CHECKLIST

	The words that have highlights are the information that is often missed and the application will not be accepted unless everything applicable on this list has been submitted.	Yes	No	N/A
1	2 (Two) Complete sets (One extra floor plan) of all the required plans listed below and showing conformance to the Oregon Manufactured Dwelling Installation Specialty Code (OMDS).			
2	2 (Two) Site/Plot plans drawn to scale and the scale used noted on the plot plan. The plan must show: North arrow, lot and building setback dimensions; property corner elevations (if there is more than 1-ft. elevation differential, the site plan must show contour lines at 2-ft. intervals for a distance away from the building); location of easements and driveway, street names, footprint of structure (including decks), location of wells/septic systems, utility locations, any known fill sites or landslide hazard areas, direction indicator, lot area, impervious area, existing structures on site, and surface drainage. Please provide the percentage of the slope and if the slope is a north facing or south facing slope. If canyon rim property, provide and meet requirements of the Redmond Development Code Section 8.0335 development standard along the perimeter of the canyon. If driveway cut or sidewalk permits will be issued, show location(s) and dimensions on plot plans. Driveway approaches should include wings (minimum cut width is 20', maximum is 33' - see back of this form for details).			
6	Elevation view. Provide elevations for manufactured home North, South, East and West Elevation. Exterior elevations must reflect the actual grade if the change is greater than 1-ft. at building envelope. Skirting See Manufactured Dwelling Placement Checklist on the back of the application.			
7	NEW Planning Article I Zoning Standards Minimum Residential Design Standards Section Architectural Design Standards Section 8.0141, Fence Standards Section 8.0340 and Street Trees Section 8.3035 and 8.0375 Manufactured Home Placement Standards.			

I hereby certify that I have read and examined this checklist and know that if the information that is applicable to my application is not submitted, my building permit will be deemed incomplete and the plan review will not be completed until all the information is received by the Building Department. I understand that once the plan review is complete, I am responsible for all plan review fees. By signing below, I agree to pay any additional plan review fees not covered by my deposit, whether this permit is issued or not.

Signature of Owner or Applicant _____ Date _____