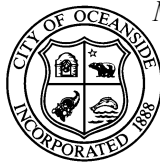


STAFF REPORT



MANUFACTURED HOME FAIR PRACTICES COMMISSION

CITY OF OCEANSIDE

DATE: February 2, 2023

TO: Chairperson and Members of the Manufactured Home Fair Practices Commission

FROM: Housing and Neighborhood Services Department

SUBJECT: **MOBILEHOME INSPECTION PROCESS UPDATE**

SYNOPSIS

Staff recommends that the Manufactured Home Fair Practices Commission (MHFPC) hear the presentation on the status of the City's Mobilehome Maintenance Inspection Program (aka Title 25 Health and Safety inspections) and the 2023 Manufactured Home Fair Practices Act (MHFPA) inspections.

BACKGROUND

[Chapter 16B of the Oceanside City Code](#) (OCC) sets forth a process to "achieve mutually satisfactory agreements regarding space rental rates in manufactured home parks" which both "protects the owners and residents of manufactured homes from unreasonable space rental increases while simultaneously recognizing and providing for the need of park owners to receive a just and reasonable return on their property". OCC Chapter 16B applies to 17 manufactured home parks in Oceanside and to all tenancies in such parks.

In accordance with OCC Chapter 16B, specifically [Section 16B.9.\(c\)](#), annual permissive rent increases may not be implemented until the City of Oceanside determines the manufactured home park's compliance with relevant health and safety standards as required under California law ([Section 16B.15\(b\)](#)). Inspections are conducted generally in February/March of each year prior to consideration of the annual permissive increases in April.

California Health and Safety Code Section 18400.1 requires mobilehome/manufactured home enforcement agencies to conduct a comprehensive Mobilehome Park Maintenance (MPM) inspections to ensure enforcement of the State of California Mobilehome Parks Act, more commonly referred to as "health and safety inspections" or "Title 25 inspections". The City of Oceanside is the enforcement agency for Oceanside rather than State HCD.

At its September 1, 2022 meeting, the MHFPC provided direction to staff to review the inspection process related to Chapter 16B and provide the MHFPC recommendations as to an update of this inspection program. Staff is providing an update on the current status of these park inspection programs, for both Chapter 16B and Title 25.

ANALYSIS

MHFPA Inspections (aka Checklist)

In accordance with [Section 16B.15\(b\)](#), “upon receipt of a complete application for a permissive, NOI, pass-thru, or special adjustment the commission, or staff shall order an inspection of the park by the Oceanside building department to determine the park's compliance with relevant health and safety standards as required under California law.” Relevant California law for manufactured/mobilehomes may be found in the Mobilehome Parks Act as codified in [Division 13, Part 2.1 of the California Health and Safety Code, commencing with Section 18200](#) and Mobilehome Park regulations as set forth in the [California Code of Regulations, Title 25, Division I, Chapter 2 commencing with section 1000](#).

The current MHFPA Inspection Report (Attachment 1) has been developed and is utilized for implementation with [OCC Chapter 16B](#) reviews only common facilities of the manufactured home park, the park utilities, roadways, and individual lot services using the applicable requirements of the [California Health and Safety Code, Division 13, part 2.1](#); the California Administrative Code and [Title 25](#). As the purpose of [OCC Chapter 16B](#) is to both “protect the owners and residents of manufactured homes from unreasonable space rental increases while simultaneously recognizing and providing for the need of park owners to receive a just and reasonable return on their property,” staff continues to recommend that the inspection process through [OCC Chapter 16B](#) be limited to areas within a park owner's control and of a serious nature to endanger the life, health and safety of residents.

It is not the intent of the MHFPA inspection process to substitute for the comprehensive Mobilehome Park Maintenance (MPM) inspections to ensure compliance with health and safety laws in accordance with [California Health and Safety Code section 18400.1](#). Commonly referred to as “health and safety inspections” or “Title 25 inspections”, these inspections include the general areas, buildings, equipment, and utility systems of mobilehome parks, each individual lot, and the exterior portions of individual manufactured homes and mobilehomes in each park inspected. The City of Oceanside is the designated local enforcement agency for the state [Mobilehome Parks Act](#) for those mobilehome/trailer parks within Oceanside rather than the State of California Housing and Community Development Department (HCD). A copy of HCD's inspection report is provided as Attachment 2. Guidebooks for the MPM inspection for mobilehome park residents and park operators may be found on State HCD's website at <https://www.hcd.ca.gov/manufactured-and-mobilehomes/mobilehome-parks/mobilehome-park-maintenance-inspections>.

The Development Services Department Code Enforcement Division has made significant progress in updating this process. One full-time employee has been assigned to inspection of mobile/manufactured homes and other issues related to such residential uses. Currently, staff has provided notification of the upcoming MHP inspection process to the park owner and residents of Terrace Gardens Mobile Home Estates. An update of this process will be provided to the MHFPC in the verbal presentation.

In looking at both inspection programs and opportunities for leveraging, staff would recommend a few additional components of the MPM inspections that could easily be incorporated in the MHFPA inspections and provide efficiencies (Attachment 3). Staff does not recommend any revisions to the MHFPA inspection that are outside of the scope of the State MPM inspection program or not rooted in objective, quantifiable, written standards, conditions, and policies appropriate and consistent with the residential use at such time the use was constructed or significantly renovated requiring upgrades to current building codes and standards. Objective standards are defined as those that involve “no personal or subjective judgment by a public official and being uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable” by all parties (reference CA Government Code § 65589.5, subdivision (f)).

At this time, staff is requesting direction from the MHFPC on recommendations for updates to the MHFPA Inspection Report.

Reporting Violations

24/7/365 residents have alternatives to report violations of the zoning ordinance and other code sections that are related to private property usage and detract from the health, safety, property preservation, and enhancement of the Oceanside community. Residents may report non-emergency questions and issues pertaining to City services through Oceanside Customer Care by the following:

Call: (760) 435-4500

Email: CustomerCare@oceansideca.org

Online: www.ci.oceanside.ca.us/services/reqservice.asp

Mobile App: My Oceanside

Mobilehome Residency Law (MRL) is the section of the California Civil Code (Sections 798 – 799.11) that provides the legal foundation for tenants and landlords in mobilehome parks. Mobilehome Residency Law, like provisions of conventional landlord-tenant law, are enforced by the courts; that is, the disputing parties must enforce the MRL against one another in a court of law. State HCD and the City do not have authority to enforce these Civil Code provisions. Mobilehome residents may obtain legal assistance or contact Legal Aid Society of San Diego at 1-877-534-2524 or visit their website at <https://www.lassd.org/> for assistance. HCD also has a MRL Frequently Asked Questions Handout that may help at <https://www.hcd.ca.gov/manufactured-mobile-home/mobile-home-ombudsman/docs/MAC-FAQ.pdf> or visit their website to better understand rights as a tenant at <https://www.hcd.ca.gov/manufactured-and-mobilehomes/mobilehome-assistance-center/your-rights-mobilehome-park-resident>.

Beginning July 1, 2021, any mobilehome or manufactured homeowner living in a permitted mobilehome park under a rental agreement may submit a complaint for an alleged violation of the Mobilehome Residency Law to State HCD. HCD provides assistance to help resolve and coordinate resolution of the most severe alleged violations of the Mobilehome Residency Law. For questions regarding the Mobilehome Residency

Law Protection Program (MRLPP), persons may call (800) 952-8356, email MRLComplaint@hcd.ca.gov or visit www.hcd.ca.gov.

FISCAL IMPACT

No fiscal impact

RECOMMENDATION

Staff recommends that the Manufactured Home Fair Practices Commission (MHFPC) hear the presentation on the status of the City's Mobilehome Maintenance Inspection Program (aka Title 25 Health and Safety inspections) and the 2023 Manufactured Home Fair Practices Act (MHFPA) inspections.

ATTACHMENTS

1. State HCD MPM Inspection Report
2. City of Oceanside MHFPA Inspection Report
3. Summary of State HCD MPM Inspection vs. MHFPA Inspection

SUBMITTED BY:



Leilani Hines
Housing and Neighborhood Services Director



City of Oceanside
Neighborhood Services
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Oceanside, CA 92054
(760) 435-3360

MANUFACTURED FAIR PRACTICES INSPECTION CHECKLIST

Mobilehome Park: _____

Park Manager: _____ Phone No: _____

Resident Rep. _____ Phone No: _____ Present for Insp. ☐ Yes ☐ No

Inspection Date: _____ Inspector: _____

INSPECTION REPORT

The common facilities of the mobile home park have been inspected under authority of the Manufactured Home Fair Practices Ordinance (OCC [Ch. 16B](#)). The inspection was conducted using the applicable requirements of the California Health and Safety Code, Division 13, part 2.1; the California Administrative Code, Title 25; the Oceanside Zoning Ordinance and other applicable codes. This inspection is not intended to substitute for the comprehensive inspection program for mobilehome/trailer parks administered by the City in compliance with Title 25 of the California Code of Regulations.

On the day of the inspection the park was found to be:

- ☐ In compliance
- ☐ Not in compliance due to failure to meet the standards relative to the following check list item(s).

INSPECTION CHECKLIST

Health & Safety Code

Complies

Violation

1. Section 18603

☐☐

There shall be a person available by telephonic or like means, including telephones, cellular phones, telephone answering machines, answering services or pagers, or in person who shall be responsible for the operation and maintenance of the mobile-home park. The person, or designee, shall reside in parks of 50 or more units, and shall have knowledge of emergency procedures of park facilities and utility systems and familiar with the emergency preparedness plans for the park. A notice of the emergency preparedness plan shall be posted in the park clubhouse or in another publicly accessible area within the park.

COMMENTS:

CORRECTIONS REQUIRED:

Title 25

Complies

Violation

2. Section 1106; Roadways

☐☐

Park roadways shall have a clear and unobstructed access to a public thoroughfare, except that a roadway may have security gates.

COMMENTS:

CORRECTIONS REQUIRED:

INSPECTION CHECKLIST

3. Section 1116; Drainage

The park area and its roadways shall be so graded that there are no depressions in which excessive amounts of surface water accumulate and remain for a period of time to constitute a health and safety violation. The ground shall be sloped to provide storm drainage runoff.

Complies

Violation

☐☐

COMMENTS:

CORRECTIONS REQUIRED:

4. Section 1120; Trash/Debris

The park area shall be kept reasonably clean and free from accumulation of refuse, garbage, rubbish or debris.

Complies

Violation

☐☐

COMMENTS:

CORRECTIONS REQUIRED:

5. Section 1120; Accumulation of Waste Material.

Waste paper, hay, grass, straw, weeds, litter, or combustible flammable waste, or rubbish of any kind, shall not be permitted to remain upon any roof or in any park, vacant lot, or open space.

Complies

Violation

☐☐

COMMENTS:

CORRECTIONS REQUIRED:

INSPECTION CHECKLIST

6. Section 1120; Garbage Storage and Removal

Complies

Violation

Maintain adequate garbage and rubbish storage and removal facilities.

☐☐

COMMENTS:

CORRECTIONS REQUIRED:

7. Section 1108; Building and Park Lighting

Complies

Violation

During the hours of darkness when buildings are in use, artificial lighting shall be maintained in mobilehome parks.

Note: Lighting requirements are based on the regulations in effect when the park was originally constructed.

a) Entrances to toilets and shower buildings, laundry buildings and recreation buildings

☐☐

b) Within toilets & shower buildings, laundry buildings and recreation buildings

☐☐

c) Roadways and walkways

☐☐

COMMENTS:

CORRECTIONS REQUIRED:

8. Section 1104; Lot Identification

Complies

Violation

Each lot shall be numbered. Lot numbers shall be maintained in a conspicuous location facing or nearest a roadway.

☐☐

COMMENTS:

CORRECTIONS REQUIRED:

INSPECTION CHECKLIST

9. Section 1382, 1388; Permanent Building Maintenance, Structure

Maintain park buildings and facilities free from structural hazards in foundations, floors, walls, roofs and weather protection.

Complies

☐

Violation

☐

COMMENTS:

CORRECTIONS REQUIRED:

10. Section 1246, 1388; Permanent Building Maintenance - Plumbing and Mechanical

Maintain toilet, bathing and laundry facilities and all plumbing and mechanical systems in park buildings and facilities in a clean and functional condition at all times.

Complies

☐

Violation

☐

COMMENTS:

CORRECTIONS REQUIRED:

11. Section 1132, 1134; Permanent Building Maintenance - Electrical

Maintain park buildings and facilities free from electrical hazards.

Complies

☐

Violation

☐

COMMENTS:

CORRECTIONS REQUIRED:

INSPECTION CHECKLIST

12. Section 1136, 1140; Park Electrical System

Complies Violation

- | | | |
|--|-------------------------------------|--------------------------|
| <input type="checkbox"/> Park Electrical Distribution System owned and maintained by SDG&E | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Park Electrical System privately owned and maintained by park: | | |
| a) Service equipment in compliance with NEC and appears in safe condition. | <input type="checkbox"/> | <input type="checkbox"/> |
| b) Distribution wiring appears to be in compliance. | <input type="checkbox"/> | <input type="checkbox"/> |

COMMENTS:

CORRECTIONS REQUIRED:

13. Section 1112; Required Toilet and Shower Facilities

Complies Violation

Maintain all required toilet and shower facilities for dependent and independent mobilehomes.

☐ ☐

COMMENTS:

CORRECTIONS REQUIRED:

INSPECTION CHECKLIST

14. Section 1122; Emergency Information

Complies

Violation

Post and maintain the following information in a conspicuous location.

☐☐

Phone numbers of:

Fire Department

Police Department

Enforcement Agency

Park Office

Person Responsible for Operation and Maintenance

Location of:

Nearest fire alarm box, when available

Park location (street or highway number)

Nearest public telephone

COMMENTS:

CORRECTIONS REQUIRED:

15. Section 1119; Truck Campers Occupied Off a Vehicle

Complies

Violation

No person shall occupy a truck camper, as defined in Health and Safety Code section 18013.4 that has been dismounted from a truck or other vehicle, unless the truck camper is located in a separate designated RV park section of a mobilehome park.

☐☐

COMMENTS:

CORRECTIONS REQUIRED:

**Division of Codes and Standards
Mobilehome parks Program MP-MPM**

Order for Automated Notice of Violation Issuance

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
PEAC1	Lot equipment not accessible			
PEAC2	Lot equipment not accessible			
PELT1	Lot service < MH load			
PELT2	Overcurrent > conductors			
PELT3	Substandard lot equipment			
PELT4	Exposed live parts			
PELT5	Conductors < required			
PELT6	Equipment not grounded			
PELT7	Subject to vehicle damage			
PELT8	Equipment support			
PEPO	Pool equipment GFCI			

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
PESY1	Conductor within 8' of roof			
PESY2	Overhead conductor support inadequate/deteriorated			
PESY3	Exposed NM cable			
PESY4	Identify circuitry			
PFDB	Excessive garbage, rubbish, combustibles			
PFEG	Exterior egress door is blocked or locked preventing emergency exit			
PFFS1	Lot fire protection/hose bib			
PFFS2	Fire equipment not maintained			
PFFS3	MH/RV < 6' building or MH/RV			
PGAN	Animal feces			
PGGL2	Areas within park have depressions			

**Division of Codes and Standards
Mobilehome parks Program MP-MPM**

Order for Automated Notice of Violation Issuance

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
PGID	Lots not identified (numbered)			
PGPL	MH/RV < 3' lot line			
PGRU3	Park-owned rental unit – no smoke detectors or carbon monoxide detector			
PNPT1	Construction without permit			
PPDV1	Drain leak at lot inlet			
PPDV2	Drain inlet open; no cap			
PPLP1	Park tank not protected			
PPLP2	Park tank no clearance			
PPLT1	Gas meter no support			
PPLT2	Gas riser subject to damage			
PPLT3	Gas valve/meter under MH/RV			

**Division of Codes and Standards
Mobilehome parks Program MP-MPM**

Order for Automated Notice of Violation Issuance

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
PPLT4	Gas outlet open; no cap			
PSBE	Building substandard - electrical			
PSBM	Building substandard - mechanical			
PSBP	Building substandard - plumbing			
PSBS	Structural hazard/park building			
PTOMISC	Permit To Operate			
REAC2	Lot equip not accessible			
REAP	Appliances outside			
REEC	Extension cord for perm wiring			
REFA1	MH feeder buried			
REFA2	MH feeder second power supply			

**Division of Codes and Standards
Mobilehome parks Program MP-MPM**

Order for Automated Notice of Violation Issuance

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
REFA3	MH feeder damaged			
REMP	MH/RV panel exposed parts			
REPC1	Power cord deteriorated			
REPC4	Power cord buried or encased			
REPC5	Power cord < load			
REWM1	Nonmetallic cable exposed			
REWM2	Equipment/receptacle in wet location			
RFAC	Awning/carport made of combustible material and 3 ft			
RFAC2	Noncombustible awning/carport >3' combustible structure			
RFAE	Combustible structure <3' to lot line			
RFAE1	Combustible awning enclosure <6' to unit or combustible structure on adjacent lot			

**Division of Codes and Standards
Mobilehome parks Program MP-MPM**

Order for Automated Notice of Violation Issuance

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
RFCA1	Combustible awning/carport >6' combustible structure			
RFCB	Cabana <6' to unit or combustible structure on adjacent lot is <3' to lot line			
RFDB	Excessive rubbish, combustibles, debris			
RFEG	Exit door blocked or has hasp installed			
RFMRV	MH/RV unit <3' to lot line			
RFMRV1	MH/RV <6' to unit or combustible structure on adjacent lot			
RFPD	Porch/deck <3' to lot line			

**Division of Codes and Standards
Mobilehome parks Program MP-MPM**

Order for Automated Notice of Violation Issuance

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
RFPD1	Combustible porch/deck <6' to a unit or combustible structure on adjacent lot.			
RFSC	Storage <3' to lot line			
RFSC1	Storage cabinet <6' to a unit or combustible structure on adjacent lot			
RGAN	Animal feces			
RGMU	One or more MH/RV on same lot			
RPDS1	Drain line leak			
RPDS2	Drain line grade			
RPDS3	Unapproved flexible connector at lot inlet			
RPGC2	Gas connector damaged/deteriorated			
RPLP1	LP tank not secured			
RPLP3	LP tank no clearance; does not have proper distance to source of ignition			

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
RPLP4	LP tank stored under unit			
RPMA	Gas meter access			
RPMS	Grey water drains on ground			
RPWH1	Water heater not properly vented			
RPWH2	Water heater obstructed			
RPWH3	Water heater is not weather protected			
RPWH6	Inadequate clearance from the water heater and or vent to combustible materials			
RPWS1	No water shut off valve installed on water service outlet			
RPWS2	Water shut off valve leaking			
RPWS3	Approved flexible connector not installed at water service outlet			
RSACE	Awning/carport enclosure unsound			

Division of Codes and Standards
Mobilehome parks Program MP-MPM

Order for Automated Notice of Violation Issuance

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
RSACS	Awning/carport support missing/damaged			
RSACS1	Awning/carport is structurally unsound			
RSCB	Cabana substandard – structure			
RSGR1	Porch no guardrail			
RSGR2	Ramp no guardrail			
RSGR4	Porch guardrail unsound			
RSGSB	Garage or storage building unsound			
RSHR1	No stairway handrail			
RSHR2	Stairs handrail unsound			
RSMS3	Garage or storage building constructed with combustible material, <3' of lot line			
RSMS4	Garage or storage building constructed with combustible material <6' from unit or combustible structure on adjacent lot			

Park Name: _____ Park ID: _____ DR Name: _____ Inspection Date: _____

REF NO.	DESCRIPTION	LOCATION	COMMENTS (Will appear on Notice)	COMMENTS (Will NOT appear on Notice)
RSPD	Porch/deck unsound			
RSSL4	Stairs and landing unsound			
RSSW1	Exit no stairway			
RSSW2	Stairs unsound			
RSWP	MH/RV weather protection			

MOBILEHOME INSPECTIONS

[illegible]

MOBILEHOME INSPECTIONS

	Description	PARK OWNER (P-Park Owner)	CODE (R-Resident)	PARK RESIDENT (R-Resident)	PARK OWNER Code Reference
4	Lots for Units	Lot corners are identified by permanent corner markers visible at grade and not a hazard (Title 25, Section 1104(c)) Lots identified with letters, numbers or street address numbers and in a conspicuous location facing the roadway. Lot lines are not created, moved, shifted or altered without authorization of the registered owner of the unit and a permit is obtained.	PGID		Each lot shall be numbered. Lot numbers shall be maintained in a conspicuous location facing or nearest a roadway. Total number of lots must equal the number reflected in the annual Permit to Operate.
5	Grading	Grade or fill common areas, lots and roadways with depression or low spots so water will not accumulate	PGGL2		The park area and its roadways shall be so graded that there are no depressions in which excessive amounts of surface water accumulate and remain for a period of time to constitute a health and safety violation. The ground shall be sloped to provide storm drainage runoff. Title 25 Section 1116
6	Fire Safety	Existing fire suppression equipment, such as hydrants and hose reels, have been tested and certified and in operable conditions. Each lot has a 3/4 inch hose bib for fire suppression. For parks constructed after Sept 15, 1961, streets must be 32 ft in width to allow parking on one side and 40 ft for parking on both sides of the street. For parks constructed on or prior to Sept 15, 1961, streets must be 22 ft in width to allow parking on one side and 30 ft for parking on both sides of the street.	PFFS2 PFFS1		Park roadways shall have a clear and unobstructed access to a public thoroughfare, except that a roadway may have security gates. Title 25 Section 1106
7	Emergency Exiting		No obstructions preventing exterior doors from opening for safe exiting No hasps or padlocks installed on the exterior of the home.	RFEG	
8	Debris & Combustible Storage	Removal of an accumulation of refuse, garbage, rubbish, and debris (such as paper, leaves, dry grass, weeds, scrap wood or other combustible materials) from park areas.	PFDB	No accumulation of refuse, garbage, combustible debris under or around mobilehome RFDB	The park area shall be kept reasonably clean and free from accumulation of refuse, garbage, rubbish or debris. Waste paper, hay, grass, straw, weeds, litter, or combustible flammable waste, or rubbish of any kind, shall not be permitted to remain upon any roof or in any park, vacant lot, or open space. Maintain adequate garbage and rubbish storage and removal facilities Title 25 Section 1120
9	Animals	No roaming of domestic animals, including cats, in the park and lots and park areas shall be maintained and reasonably cleaned of animal waste	PGAN	No roaming of domestic animals, including cats, in the park and the lot shall be maintained and reasonably cleaned of animal waste RGAN	
10	Appliances		Enclosure of appliances located outside of the unit No use of extension cords to provide electrical power to outdoor appliances, requires permanent wiring	REAP REEC	
11	Park Lighting	Roadways and walkways have adequate and operable lighting during hours of darkness Sufficient artificial light to adequately illuminate recreational buildings, laundry, and other building containing toilets, public showers during hours of darkness.			During the hours of darkness when buildings are in use, artificial lighting shall be maintained in mobilehome parks. Note: Lighting requirements are based on the regulations in effect when the park was originally constructed. a) Entrances to toilets and shower buildings, laundry buildings and
12	Multiple Units on a Lot		Only one unit on an individual lot		

MOBILEHOME INSPECTIONS

	Description	PARK OWNER	CODE (P-Park Owner)	PARK RESIDENT	CODE (R-Resident)	PARK OWNER	Code Reference
		Camper intended for truck mounting may not be placed on a lot				RGMU	No person shall occupy a truck camper, as defined in Health and Safety Code section 18013.4 that has been dismounted from a truck or other vehicle, unless the truck camper is located in a separate designated RV park section of a mobilehome park. Title 25 Section 1119
13	Setbacks from Lot Lines	Minimum of 3 ft clearance from a combustibile structure (units, permanent buildings, accessory structures, structures, building components, etc.) on an adjacent lot and minimum of 3 ft from a lot line, with the exception of bordering a roadway or common area	PGPL	3-foot clearance from unit and all lot lines			
		6-foot clearance from a combustibile structure (units, permanent buildings, accessory structures, structures, building components, etc.) on an adjacent lot and minimum of 3 ft from a lot line, with the exception of bordering a roadway or common area	PFFS3	6-foot clearance from a combustibile structure on an adjacent lot	RFMRV FRMRV1		
14	Substandard Unit	Substandard units may be ordered removed from the park unless repaired. Substandard conditions include: Structural hazards (e.g. deteriorated floors and roof members, buckled walls) Electrical hazards (bare wires, unprotected cables or conductors, open splices) Improper plumbing to include leaking fixtures Faulty weather protection (e.g. roof leaks, broken windows, damaged siding)				REMP RSWP	
15	Electrical System/ Lot Electrical Equipment (pedestal, receptacle, junction box, etc.)	Breakers are labeled and identified. Support poles for overhead systems are adequate. 8-ft clearance between overhead conductors and unit roofs. !2-ft provided over areas accessible to pedestrians only (general electrical distribution). !2-ft provided over driveways (general electrical distribution). Exterior equipment is weatherproof and there is no exposed internal parts. Electrical equipment and circuitry is identified and permanently marked identifying the space number or use. Lot service equipment overcurrent protection device is the approved size and type and installed as approved. Park or lot electrical service equipment with exposed electrical parts are provided with a cover and unused opening are plugged. Lot electrical service equipment is protected against physical damage with posts, fencing or other barriers. Box type electrical equipment is secured to a 4x4 redwood or pressure treated post (or equivalent) in a concrete pad. No broken or missing receptacles.	PESY4 PELT8 PESY1 PESY4 PELT2 PELT7				Service equipment in compliance with NEC and appears in safe condition. Title 25 Section 1136, 1140
16	Power Cords	A large rubber-coated type electrical cord used to power a unit must have: Covering on the cord is not cracked or deteriorated. Area of the [plug is not damaged or pulling away from the cord. Cord is not cut or spliced. Power cord plug has not been removed and the cord is not directly wired to the park electrical service.				REFA2	

MOBILEHOME INSPECTIONS

	Description	PARK OWNER	CODE (P-Park Owner)	PARK RESIDENT	CODE (R-Resident)	PARK OWNER	Code Reference
		Lot electrical service equipment receptacles and/or breakers or fuses are rated in accordance with the rating of the unit's electrical system. Lot electrical service conductors are the approved size and type for the demand of the unit.		Power cord is listed and approved for manufactured home, mobilehome or recreation vehicle use. Cord is not buried in the ground or encased in concrete. Unit does not have more than one power supply cord. An approved adapter, not more than 12 inches in length, in use prior to July 7, 2004, will be allowed its continued use provided it is installed an maintained in a safe operating condition. Unit's lot pedestal amperage does not exceed the power supply cord or feeder rating.	REPC1 REPC4 REPC5		
17	Feeder Assemblies	Underground conduit is maintained. Wiring which supplies power to the lots has the capacity to properly supply the unit. Lot electrical service conductors are the approved size and type for the demand requirement by the unit.	PELT1 PELT2	Unit is electrically connected to the lot's electrical service by a flexible metal conduit (feeder assembly) Conduit is buried or in contact with the ground. Conduit provides continues, complete protection of the electrical conductors inside. No more than one "feeder assembly" is utilized to supply power to the unit. Feeder assembly is rated at least or more than the electrical load of the unit.	REFA1 REFA2 REFA3	Distribution wiring appears to be in compliance.	Title 25 Section 1136, 1140
18	Wiring Methods	Exposed conductors are protected against physical damage. Lot electrical service equipment, if exposed to the weather, has weather tight enclosure approved for damp or wet locations. Lot electrical service equipment is accessible and not locked. Lot electrical service equipment is grounded with no loose or unprotected ground wires, particularly at the grounding rod or water pipe.	PEAC1 PEAC2 PELT4	Extension cords cannot be used in lieu of permanent wiring. Appliances cannot be installed outside the unit or accessory structure Cables and conductors for electrical wiring installed outside a unit are protected against physical damage by installing the wiring in conduit. Electrical equipment installed outdoors is approved for wet or damp locations. All part or components of the electrical equipment of the unit or equipment for accessory uses are installed so no energized parts are exposed Electrical service equipment for the lot is accessible at all times. Unit is electrically grounded to prevent electrical shock.	REAC2 REAP REEC REFA3 REWM1 REWM2		
19	Gas System	Gas system, its equipment, and lot gas service equipment are protected against potential physical damage, such as vehicle traffic. Lot gas riser, shutoff valve and/meter are not located under a unit, habitable cabana, RV, accessory building or structure, or in an inaccessible and/or unvented location. Unused lot gas outlets, are capped or plugged.	PPLP1 PPLT3 PPLT4				

MOBILEHOME INSPECTIONS

	Description	PARK OWNER	CODE (P-Park Owner)	PARK RESIDENT	CODE (R-Resident)	PARK OWNER	Code Reference
		Gas leaks are repaired immediately.					
20	Gas Meter	Each lot has a gas shutoff valve in an readily accessible location upstream of the lot gas outlet or gas meter. Gas shutoff valve is located on the gas riser outlet at a height of more than 6 inches above grade. Gas meter is supported by a post and bracket, or other means providing equivalent and independent support and not by the gas piping.	PPLT2 PPLT1	Gas meter regulator and shutoff valve on the lot must be accessible at all times and in a well ventilated location.	RPMA		
21	Gas Connector	Connection to the lot gas meter is by an approved flexible gas connector listed for use by the unit and for exterior use		Gas system connector should be a single flexible connector no more than 6 ft in length and not buried or in contact with the ground.	RPGC2		
22	Propane Gas	Total of all LPG tanks doe not exceed 60 gallons without a permit. LPG vessels are secured to prevent accidental overturning. Adequate clearance around the LPG vessel (10 ft for filing and 5 ft to pressure relief valve).	PPLP2	When supplied by external liquified petroleum gas (LPG) tanks: Approved flexible gas connector between the unit and gas meter is listed for use for a manufactured home/mobilehome or RV and for the exterior Total of all tanks does not exceed 125 gallons. LPG vessels are secured to the hitch, a support post or other approved means. Adequate clearance around the LPG vessel (10 ft for filing and 5 ft to pressure relief valve). LPG vessels cannot be stored inside or underneath the unit, a habitable accessory building or accessory structure or any area without 50% open ventilation.	RPLP1 RPLP3 RPLP4		
23	Gas Lines	Extension gas pipes must be supported with metal hangers at max of 4-ft intervals.					
24	Fuel-Oil Equipment	Park fuel tank(s) and its equipment are protected against potential physical damage, such as vehicle traffic. Tanks supplying fuel oil to a unit are no larger than 150-gallon capacity. No more than 2 tanks with a combined max capacity of 150 gallons on a lot. Tanks are located 5 ft or more from the lot line or to the nearest side of the roadway. Tanks are not located in an area accessible to vehicles. Elevated tanks above ground are maintained on rigid, noncombustible supports to support the tank when filled. Tanks are installed on concrete foundations or footing to prevent movement or settling. Tanks are fastened securely to the supporting frame. Shutoff valve is located immediately adjacent to the gravity feed connection of a tank in the supply line to the unit. Fuel oil connectors from the tank tot unit are of brass, copper tubing or approved flexible metal hose not smaller than 3/8 inch. Tank(s) is adequately designed, installed, vented and maintained.					
25	Water Heaters	Gas water heater properly vented to the exterior of the home Access is unobstructed Water heater compartment is weather tight and protected					

MOBILEHOME INSPECTIONS

	Description	PARK OWNER	CODE (P-Park Owner)	PARK RESIDENT	CODE (R-Resident)	PARK OWNER	Code Reference
				Functional temperature and pressure (T&P) relief valve. T&P valve piping suitable for hot water use and the same size as the valve opening, extended below the floor of the unit and must not have threads on the open end. Adequate openings into the compartment for combustion of air Required clearance from its vent at the ceiling of the compartment and clearances from its sides to the combustible walls of the compartment	RPWH1 RPWH2 RPWH3 RPWH6		
26	Sewer Drains	Gas-tight and leak free Drain inlet open; no cap Unused openings are capped or plugged. Sewer system vents, when installed, are maintained with a minimum 2-inch interior diameter vented extended a minimum of 10 ft above grade. Secured and supported.	PPDV1 PPDV2	Gas-tight and leak free Sloped to drain a minimum of 1/8 inch per foot for 4 ft and 1/3 inch for 3 ft Supported every 4 ft Drain piping is a minimum schedule of 40 ABS plastic approved for drain and waste use. Connection to lot sewer inlet contains a flexible connector. All drain fixtures discharge into an approved sewer or septic system.	RPDS1 RPDS2 RPDS3 RPMS		
27	Water System	Lot is provided with water service outlet for potable water. Free from leaks. Repair immediately. Water service equipment is protected against vehicle damage with posts, fencing, or other barriers.					
28	Water Supply Connector			Fresh water supply connector and shut-off valve on the units are leak free. Fresh water supply connector is made of flexible material approved for potable water and not less than 1/2 inch in diameter Water shut-off valve installed on the unit. Approved permit for any permanently installed water filtration or conditioning equipment.	RPWS1 RPWS2 RPWS3		
29	Park Buildings and Associated Equipment	Clubhouse interior, including storage, kitchens/BBQ areas, toilets, and showers, is free of maintenance, health and safety issues. Clubhouse exterior, including storage, kitchens/BBQ areas, toilets, and showers, is free of maintenance, health and safety issues. Laundry room is free of maintenance, health and safety issues. Laundry room washers and dryers are free of maintenance, health and safety issues. Park car wash area, if any, are free of maintenance, health and safety issues. Park swimming pool equipment room, if any, are free of maintenance, health and safety issues. Fences are maintained and structurally sound. Retaining walls are in good condition and structurally sound.				Maintain park buildings and facilities free from electrical hazards. Maintain all required toilet and shower facilities for dependent and independent mobilehomes. Maintain toilet, bathing and laundry facilities and all plumbing and mechanical systems in park buildings and facilities in a clean and functional condition at all times Maintain park buildings and facilities free from structural hazards in foundations, floors, walls, roofs and weather protection.	Title 25 Section 1132, 1134 Title 25 Section 1112 Title 25 Section 1246, 1388 Title 25 Section 1382, 1388

MOBILEHOME INSPECTIONS

	Description	PARK OWNER	CODE (P-Park Owner)	PARK RESIDENT	CODE (R-Resident)	PARK OWNER	Code Reference
		Storage buildings and rooms are not used for human habitation. Tree limbs and shrubbery are not in contact with the MH roof.					
30	Exits			Every exit door on the unit has property installed stairs, ramps and/or landings meeting HCD regulations.	RSSW2		
32	Stairways			Stairways at each required exit door are safe and stable Risers do not exceed 7 and 3/4 inches in height. Stairway treads are not less than 10 inches in depth. Stairway width is not less than the width of a door. Compliance with California Residential Code (CRC)			
32	Stairway Landings			Stairway landing required for outward swinging exterior doors which is not lower than 1 inch below the bottom of the door, the width and length is not less than the door width, and structurally sound.	RSSL4	Similar Requirements for Individual Units for Park Buildings - Stairway Landings	
33	Guardrails			For guardrails of a porch or deck that is 30 inches or more above grade, the guardrail is at least 36 inches in height above the floor when installed prior to Jan 1, 2008 or 42 inches in height on or after Jan 1, 2008. For guardrails of a ramp that is 30 inches or more above grade, guardrails are required on one side of the ramp only if the other side is closed and extended the full length of the ramp, otherwise both sides require guardrails. For guardrails of a ramp, the guardrail is at least 36 inches in height above the floor. Openings between intermediate rails should not allow a 4-inch sphere to pass through. Structurally sound	RSGR1 RSGR2 RSGR4	Similar Requirements for Individual Units for Park Buildings - Guardrails	
34	Handrails for Stairs			Handrails for stairways serving unit or accessory structure more than 30 inches above ground Not less than 30 inches or more than 35 inches in height measure vertically from the nosing of stair tread. If constructed after July 7, 2004, not less than 34 inches or more than 38 inches in height Openings between intermediate rails should not allow a 4-inch sphere to pass through. Handrails and intermediate rails are structurally sound	RSHR1 RSHR2	Similar Requirements for Individual Units for Park Buildings - Handrails for Stairs	
35	Skirting			Underfloor access panel of 18 by 24 inches, unobstructed by pipes, ducts or other equipment that impedes access. Minimum 1 and 1/2 sq. ft of ventilation for each 25 linear ft of skirting. Ventilation openings are required on at least 2 opposites as close to the corners as possible. If wooden materials are used, any wood in contact or within 6 inches of earth must be decay and insect resistant wood, such as redwood.			
36	Accessory Structures (Awnings, Carports, Decks and Porches)			Structurally sound and in good condition Combustible accessory structures are a minimum of 3 ft from the lot line and 6 ft or more from any combustible unit, accessory building, structure or building component an adjacent lot.	RFAC RFAC1 RFAC2		

MOBILEHOME INSPECTIONS

	Description	PARK OWNER	CODE (P-Park Owner)	PARK RESIDENT	CODE (R-Resident)	PARK OWNER	Code Reference
				Awnings and carports may extend to the lot line bordering a roadway. Wooden awnings or carports are free standing unless permitted for attachment to the unit Metal awnings and carports do not project over the lot line 3 ft between non-combustible accessory structures and any unit, accessory building or structure on an adjacent lot.	RFAC2 RFPD RFPD1 RSACS RSACS1 RSPD		
37	Awning or Carport Enclosure			Any combustible structural components of the enclosure are a minimum of 3 ft from a lot line, with the exception of bordering a roadway or common area Free stand and not attached Cannot project over a lot line. Electrical equipment installed is suitable for a damp location. Structurally sound.	RFAE RFAE1 RSACE		
38	Cabana or Room Additions			Meets minimum standards for weather, protection, electrical wiring, plumbing and structural integrity. 3-ft separation to the lot line.	RFCB RSCB		
39	Storage Cabinets or Sheds			Structurally sound Minimum of 3 ft from a lot line, with the exception of bordering a roadway or common area Any combustible structural components are a minimum of 3 ft from a lot line, with a 3-ft separation from the property line. When constructed with non-combustible materials, may be placed at the lot line if there is a minimum of 3-ft separation from any structure on the adjoining lot. Storage cabinets or sheds greater than 120 sq. ft require a permit. Total square footage of all storage should not exceed 120 sq. ft.	RFSC RFSC1		
40	Misc. Structures (e.g. greenhouses, garages, storage sheds)			Minimum 6 ft setback. Garages/storage structures with 1 hour firewall only require 3 ft setback from the unit on the lot. Any combustible structural components are a minimum of 3 ft from a lot line, with the exception of bordering a roadway or common area Structurally sound and in good condition	RSBSB RSMS3 RSMS4		