Mobile Home Placement Information

17.28.020 No occupancy, use, or sale of lots until requirements fulfilled.

Issuance of a conditional use, designated use, building or mobile home parking permit authorizes the recipient to commence the approved activity (subject to a building permit being issued), or to make necessary improvements to subdivision. However the intended use may not be commenced, no building may be occupied, and in the case of subdivisions, no lots may be sold until all of the requirements of this title have been complied with. (Ord. 276 (part), 2001)

17.44.130 Mobile home installation.

All mobile homes and manufactured housing shall be installed in accordance with regulations promulgated by the Manufacturing Housing Act of New Mexico (60-14-1 et seq. NMSA 1978.) In addition, all mobile homes and manufactured housing in the R1 or RR zone districts shall be placed on a permanent and continuous frost protected perimeter, and shall be compatible and harmonious with existing structures in the vicinity. All other mobile homes and manufactured housing shall be skirted within ninety days of placement. (Ord. 276 (part), 2001)

“Perimeter Enclosement” is defined as any arrangement that encloses and provides weather protection to the volume beneath the principle structure. Perimeter Enclosements shall not be load bearing unless engineered to be load bearing by a licensed engineer or the manufacturer. Permanent perimeter enclosements are defined as constructed or assembled components consisting of durable materials (i.e. concrete, masonry, treated wood or other approved materials) or other materials approved by the Division

“**Permanent Foundations”** are defined as constructed or assembled components consisting of durable materials (i.e. concrete, masonry, treated wood or other approved materials), and are required to be constructed on-site and shall have attachments points to anchor and stabilize the manufactured home. The design of the foundation shall be DAPIA approved or designed by a licensed professional engineer in accordance with the manufacturer’s specifications.

TABLE 17.40 TABLE OF PERMISSIBLE USES		ZONES									
USES	DESCRIPTION	AR	RR	R1	R2	R3	MH	C1	C2	M1	SU
1.000 1.100	RESIDENTIAL SINGLE-FAMILY RESIDENCES										
1.110	Single-family detached, one unit per lot										
1.111	Site built and modular structures	P	P	P	P		C	D	D		
1.112	Mobile homes	P					P				

"Mobile home" means a transportable structure, exceeding eight body feet in width and/or thirty-two body feet in length, built on a chassis, irrespective of whether the towing tongue has been removed. These units are designed for use as movable dwellings with or without a permanent foundation when connected to required utilities.

"Modular home" means a factory-fabricated transportable building which would be transported on something other than its own chassis and designed to be used by itself or to be incorporated with similar units at building

site into a modular structure. The term is intended to apply to major assemblies which must conform to the local building code, and does not include prefabricated panels, trusses, plumbing trees and other sub elements which are to be incorporated in a structure at the building site.

"Site built home" They are constructed entirely at the building site. They conform to all state, local or regional codes where the house is located. Often called 'stick-built' houses. A well-built, cared for site-built home generally increases in value over time, although its location plays a key role in value.

"Manufactured home"- Formerly referred to as mobile homes or trailers, but with many more style options than in the past. Manufactured houses are built in a factory. They conform to a Federal building code, called the HUD code, rather than to building codes at their destinations. Manufactured homes are built on a non-removable steel chassis. Sections are transported to the building site on their own wheels. Multi-part manufactured units are joined at their destination. Segments are not always placed on a permanent foundation, making them more difficult to re-finance. Building inspectors check the work done locally (electric hook up, etc.) but are not required to approve the structure. Manufactured housing is generally less expensive than site built and modular homes. Manufactured homes sometimes decrease in value over time.

17.48.010 Minimum lot size. A. Subject to the provisions of Sections 17.48.050 (cluster subdivisions) and 17.48.060 (architecturally integrated subdivisions) all lots in the following zones shall have at least the amount of square footage indicated in the following table:

ZONE	MINIMUM SQUARE FEET
R-3	3,000
M-H	5,000
R-2	7,500
R-1	7,500
R-R	Half acre
A-R	One acre
C-1	No minimum
C-2	No minimum
M-1	No minimum
S-U	No minimum

B. Primary residences with an accessory apartment shall be allowed only on lots having at least one hundred fifty percent of the minimum square footage required for one dwelling unit on a lot in such district. (Ord. 276 (part), 2001)

17.44.100 Mobile home parks.

Mobile home parks are permissive in the SU zone district and must be submitted according to the following regulations:
A. An applicant must submit a general development plan for the mobile home park showing approximate location of proposed buildings and mobile homes, lighting control, protective screening, landscaping, general design of parking both for residents and guests;
B. The minimum area for mobile home parks shall be two acres;
C. Maximum density shall be ten mobile homes per acre;
D. No mobile home shall be located within twenty feet of any other mobile home. Any mobile home shall be at least twenty feet from the right-of-way or easement line of any street and at least ten feet from any property line of the mobile home park;
E. All private roadways within the mobile home park shall be at least thirty feet wide and shall be paved;

F. No mobile home park shall be occupied unless it is connected to adequate utilities, provided with skirting of a durable material, and stabilized and anchored in accordance with regulations promulgated by the Manufactured Housing Act of New Mexico (60-14-1 to 60-14-18 NMSA 1978.) All mobile homes will be skirted within six months. (Ord. 276 (part), 2001)

Below you will find information about:

- Inspections and their purpose, and
- Inspectors.

Inspections are always conducted in the field and are helpful to the consumer because they ensure that the home is safe to live in and that it meets all of the **HUD** codes and **MHD** rules and regulations. The most common inspections that our inspectors do are listed below. For more specific inspections, please go to our Administrative Code.

PLEASE CALL INSPECTOR FOR THESE INSPECTIONS

Inspection	Purpose
Set-up and Block:	To ensure that the installer has properly blocked the home so that it will not be unleveled, or tip over due to high winds.
Utility Hook-ups:	To ensure that all the proper procedures are being used to hook-up the utilities and that it is safe, and non-threatening to the consumer and their home.
Permanent Foundations:	When a consumer decides to place their home on cement slabs, instead of blocks, the division will issue a permit, and the inspector for that area will go out and verify that the footings are up to code. The inspection is usually done before the cement is poured.

There are eight field inspectors in the Manufactured Housing Division, a Chief Inspector, andinspectors who work on contract.

Area Covered:	Inspector:	Phone:
Chief Inspector	**Pasqual Armijo**	**505-476-4674**
Northeast NM	William Lucier	505-455-3241
Santa Fe County	Ted Serrano	505-476-4698
Northwest NM *(Dulce to Aztec, Farmington and Grants)*	Leo Ramirez	505-632-2646
Southwest NM *(Elephant Butte to TorC south to Deming and southern Hidalgo county)*	Shad Goldman	505-546-4109
South Central NM *(Las Cruces east to Cloudcroft south to Sunland park)*	Mardie Brandon	505-524-6320 ext. – 107
Southeast NM *(Roswell, Hobbs north to Fort Sumner west to Carizzozo)*	Chad Chappell	505-625-8407
Eastern NM *(Logan south to Tucumcari, Vaughn north and west to Wagon Mound and Edgewood)*	Kirk Slatta	505-831-2384
Western NM	Mike Montoya	505-865-7863
Albuquerque Metro Area- Los Lunas, Belen, Valencia County	**MIKE MONTOYA**	**505-865-7863**

FOR MOBILE HOMES PLACED IN A FLOOD HAZARD AREA

15.24.180 Specific standards.

In all areas of special flood hazards where base flood elevation data has been provided as set forth in Sections 15.24.070, 15.24.140(B) or 15.24.190(D), the following provisions are required:
A. Residential Construction. New construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated to or above the base flood elevation. A registered professional engineer, architect or land surveyor shall submit a certification to the floodplain administrator that the standard of the subsection as proposed in Section 15.24.150(A)(1), is satisfied.
B. Nonresidential Construction. New construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to or above the base flood level or, together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specification, and of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the floodplain administrator.

C. Enclosures. New construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

1. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided;
2. The bottom of all openings shall be no higher than one foot above grade;
3. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters
.
D. Manufactured Homes.

1. Require that all manufactured homes to be placed within zone A, shall be installed using methods and practices which minimize flood damage. For the purpose of this requirement manufactured homes must be elevated and anchored to resist flotation, collapse or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.
2. Require that manufactured homes that are placed or substantially improved within zones A1-30, AH, and AE on the community's FIRM on sites: (1) outside of a manufactured home park or subdivision; (2) in a new manufactured home park or subdivision; (3) in an expansion to an existing manufactured home park or subdivision; or (4) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement;

3. Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of this subsection be elevated so that either:
a. The lowest floor of the manufactured home is at or above the base flood elevation; or
b. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than thirty-six inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

E. Recreational Vehicle.

Require that recreational vehicles placed on sites within zones Al-30, AH and AE on the community's FIRM either: (1) be on the site for fewer than one hundred eighty consecutive days; (2) be fully licensed and ready for highway use; or (3) meet the permit requirements of Section 15.24.160(A), and the elevation and anchoring requirements for "manufactured homes" in subsection D of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions. (Ord. 269-B (part), 2000; Ord. 150 Art. 5(B), 1988)

FEDERAL EMERGENCY MANAGEMENT AGENCY
NATIONAL FLOOD INSURANCE PROGRAM

O.M.B. No. 3067-0077
Expires July 31, 2002

ELEVATION CERTIFICATE

Important: Read the instructions on pages 1 - 7.

SECTION A - PROPERTY OWNER INFORMATION

	For Insurance Company Use:
BUILDING OWNER'S NAME	Policy Number
BUILDING STREET ADDRESS (Including Apt., Unit, Suite, and/or Bldg. No.) OR P.O. ROUTE AND BOX NO.	Company NAIC Number
CITY STATE ZIP CODE	

PROPERTY DESCRIPTION (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)

BUILDING USE (e.g., Residential, Non-residential, Addition, Accessory, etc. Use Comments section if necessary.)

LATITUDE/LONGITUDE (OPTIONAL) (##° - ##' - ##.##" or ##.#####°) HORIZONTAL DATUM: |__| NAD 1927 |__| NAD 1983 SOURCE: |__| GPS (Type):_____ |__| USGS Quad Map |__| Other:_____

SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NFIP COMMUNITY NAME & COMMUNITY NUMBER	B2. COUNTY NAME	B3. STATE

B4. MAP AND PANEL NUMBER	B5. SUFFIX	B6. FIRM INDEX DATE	B7. FIRM PANEL EFFECTIVE/REVISED DATE	B8. FLOOD ZONE(S)	B9. BASE FLOOD ELEVATION(S) (Zone AO, use depth of flooding)

B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in B9.
|__| FIS Profile |__| FIRM |__| Community Determined |__| Other (Describe): _____

B11. Indicate the elevation datum used for the BFE in B9: |__| NGVD 1929 |__| NAVD 1988 |__| Other (Describe): _____

B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? |__| Yes |__| No
Designation Date:_____

SECTION C - BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: |__|Construction Drawings* |__|Building Under Construction* |__|Finished Construction
*A new Elevation Certificate will be required when construction of the building is complete.

C2. Building Diagram Number _____ (Select the building diagram most similar to the building for which this certificate is being completed - see pages 6 and 7. If no diagram accurately represents the building, provide a sketch or photograph.)

C3. Elevations – Zones A1-A30, AE, AH, A (with BFE), VE, V1-V30, V (with BFE), AR, AR/A, AR/AE, AR/A1-A30, AR/AH, AR/AO
Complete Items C3a-i below according to the building diagram specified in Item C2. State the datum used. If the datum is different from the datum used for the BFE in Section B, convert the datum to that used for the BFE. Show field measurements and datum conversion calculation. Use the space provided or the Comments area of Section D or Section G, as appropriate, to document the datum conversion.
Datum _____ Conversion/Comments _____
Elevation reference mark used_____ Does the elevation reference mark used appear on the FIRM? |__| Yes |__| No

- ❑ a) Top of bottom floor (including basement or enclosure) _____ . ___ ft.(m)
- ❑ b) Top of next higher floor _____ . ___ ft.(m)
- ❑ c) Bottom of lowest horizontal structural member (V zones only) _____ . ___ ft.(m)
- ❑ d) Attached garage (top of slab) _____ . ___ ft.(m)
- ❑ e) Lowest elevation of machinery and/or equipment servicing the building _____ . ___ ft.(m)
- ❑ f) Lowest adjacent grade (LAG) _____ . ___ ft.(m)
- ❑ g) Highest adjacent grade (HAG) _____ . ___ ft.(m)
- ❑ h) No. of permanent openings (flood vents) within 1 ft. above adjacent grade _____
- ❑ i) Total area of all permanent openings (flood vents) in C3h _____ sq. in. (sq. cm)

License Number, Embossed Seal, Signature, and Date

SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information.
I certify that the information in Sections A, B, and C on this certificate represents my best efforts to interpret the data available.
I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

CERTIFIER'S NAME LICENSE NUMBER

TITLE COMPANY NAME

ADDRESS CITY STATE ZIP CODE

SIGNATURE DATE TELEPHONE

IMPORTANT: In these spaces, copy the corresponding information from Section A.	For Insurance Company Use:
BUILDING STREET ADDRESS (Including Apt., Unit, Suite, and/or Bldg. No.) OR P.O. ROUTE AND BOX NO.	Policy Number
CITY STATE ZIP CODE	Company NAIC Number

SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION (CONTINUED)

Copy both sides of this Elevation Certificate for (1) community official, (2) insurance agent/company, and (3) building owner.

COMMENTS

|__| Check here if attachments

SECTION E - BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO AND ZONE A (WITHOUT BFE)

For Zone AO and Zone A (without BFE), complete Items E1 through E4. *If the Elevation Certificate is intended for use as supporting information for a LOMA or LOMR-F, Section C must be completed.*

E1. Building Diagram Number _____ (Select the building diagram most similar to the building for which this certificate is being completed – see pages 6 and 7. If no diagram accurately represents the building, provide a sketch or photograph.)

E2. The top of the bottom floor (including basement or enclosure) of the building is |__|__| ft.(m) |__|__|in.(cm) |__| above or |__| below (check one) the highest adjacent grade.

E3. For Building Diagrams 6-8 with openings (see page 7), the next higher floor or elevated floor (elevation b) of the building is |__|__| ft.(m) |__|__|in.(cm) above the highest adjacent grade.

E4. For Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? |__| Yes |__| No |__| Unknown. The local official must certify this information in Section G.

SECTION F - PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here.

PROPERTY OWNER'S OR OWNER'S AUTHORIZED REPRESENTATIVE'S NAME

ADDRESS CITY STATE ZIP CODE

SIGNATURE DATE TELEPHONE

COMMENTS

|__| Check here if attachments

SECTION G - COMMUNITY INFORMATION (OPTIONAL)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below.

G1. |__| The information in Section C was taken from other documentation that has been signed and embossed by a licensed surveyor, engineer, or architect who is authorized by state or local law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)

G2. |__| A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.

G3. |__| The following information (Items G4-G9) is provided for community floodplain management purposes.

G4. PERMIT NUMBER	G5. DATE PERMIT ISSUED	G6. DATE CERTIFICATE OF COMPLIANCE/OCCUPANCY ISSUED

G7. This permit has been issued for: |__| New Construction |__| Substantial Improvement

G8. Elevation of as-built lowest floor (including basement) of the building is: _____ . ___ ft.(m) Datum: _____

G9. BFE or (in Zone AO) depth of flooding at the building site is: _____ . ___ ft.(m) Datum: _____

LOCAL OFFICIAL'S NAME TITLE

COMMUNITY NAME TELEPHONE

SIGNATURE DATE

COMMENTS

|__| Check here if attachments

VILLAGE OF LUNAS
APPLICATION FOR WATER SERVICE
SEWER AND GARBAGE
660 Main St. Los Lunas, NM 87031
(Phone# 505-839-3841 Fax# 505-352-7652)

Applicant

Name:_____ _____ Date:_____
Please Print

Phone:_____

Owner____ Renter____ Business____ Service Start Date:_____

Service Address: _____ ___Los Lunas, NM 87031

Mailing Address: _____ ____City_____ZIP_____
(If different from above)

Personal Reference

Name: _____ _____ Phone: _____

Landlord's Name:_____ ____Landlord's Phone:_____
(If Renter)

To turn you water service on, someone must be home. We realize that this may be inconvient, but a faucet may have been left on and water damage could occur.

Connection Charge: To open a water, sewer and or garbage account, every customer must fill out an application with the Utilities Dept of the Village of Los Lunas, New Mexico. All new accounts will need to provide a deposit of twenty-five dollars ($25.00) for residential owners and fifty-dollars ($50.00) for commercial and rental units.

Reconnection Charge: Any customer whose service is involuntarily disconnected will be required to pay a reconnection fee in addition to all other fees and charges before being reconnected to the utility. Fee is fifteen-dollars ($15.00).

Returned Check Charge: Returned checks will be assessed a fifteen-dollars ($15.00) service charge. Returned checks cannot be redeposited! The issuer of the check will be required to pay the amount of the check plus the returned check fee in cash or by money order. If three checks have been returned, checks can no longer be accepted as payment on the account.

Applicant

Signature: _____ _____ Date: _____

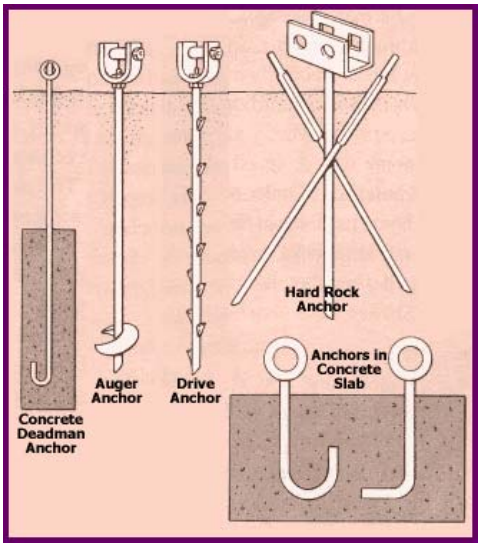
OFFICE USE ONLY

Receipt #_____ ___ Deposit:$_____ ____Reading:_____

Account #:_____ _____ _Meter#:_____ I.D.#_____

LIST OF SURVEYORS IN LOS LUNAS AREA

1. **DAVID TIBBETTS SURVEYING COMPANY – 335 COURTHOUSE ROAD – LOS LUNAS - 865-0396**
2. **LYNN ENGINEERING & SURVEY ING – 02 CHAPARREL LANE - PERALTA – 869-3548**
3. **TIM MARTINEZ (TM SURVEYING) – 1130 LA VEGA ROAD – BOSQUE FARMS – 869-0711**
4. **R2H & ASSOCIATES – 2060 MAIN STREET NE SUITE B- LOS LUNAS – 865-023**



Types of tie-downs. The type of tie-down you select usually depends on when your manufactured home was built. Older homes often have exposed over-the-top tie-downs. This is an effective system, but it does detract from the appearance of your house. The straps are placed over the siding and roof. Until recent years, most manufactured homes came equipped with concealed over-the-top tie-downs. These straps are located just under the exterior siding and metal roof. The end of the strap hangs out under the manufactured home. Newer model homes might not have any type of over-the-top tie-down. Because of increased structural strength of manufactured homes, these models are secured with anchoring straps attached to the home's steel frame rails, called frame anchors. Doublewides are also secured with frame anchors.

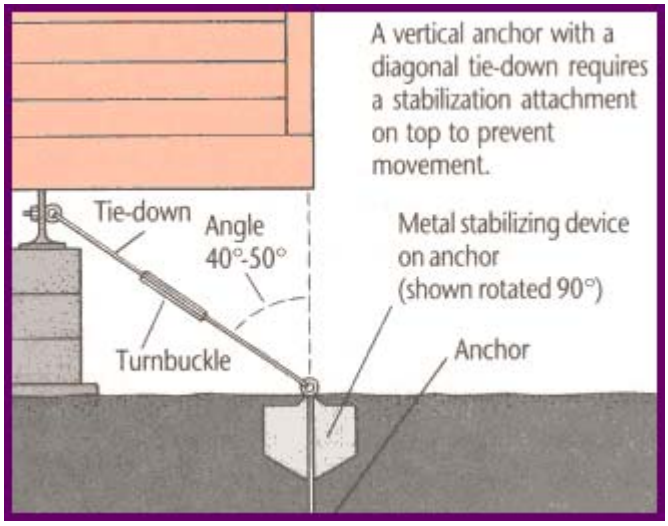
Types of anchors. You'll find anchors available for different types of soil conditions, including concrete slab. Auger anchors have been designed for both hard soil and soft soil. Rock anchors or drive anchors allow attachment to a rock or coral base. This type of anchor is also pinned to the ground with crossing steel stakes. If you will be pouring a concrete base, you can install a concrete anchor first.

You need to know your soil type to select the right anchor. Soil classifications usually include: rock/hard pan, heavy, sandy gravel, heavy sand, silty gravel, clayey gravel, clay, silty clay, clayey silt, uncommitted fill or peat/organic clay.

Whatever type of anchors you select, carefully follow the installation instructions. Auger anchors (screw-in anchors) can be installed manually by inserting a metal bar through the top of the anchor for added leverage or with a machine designed for this purpose. It's important to screw this type of anchor in. Do not dig a hole to install.

Hook-up and tension device: The tie-down must be connected to the anchor with a system that allows for adjusting the tension. It must also be weather resistant and strong enough to support as much weight as the anchor and tie-down. If the tie-down is fastened to a ground anchor with a drop-forged turnbuckle, the turnbuckle should be ½ inch or larger galvanized steel. The turnbuckle should have forged or welded eyes, not hook ends.

The roof protector. If you have exposed over-the-top tie-downs, you must have some sort of roof protectors placed under the strap or cable at the edge of the roof. Roof protectors are also called roof brackets, buffers or thimbles. These prevent the tie-down strap or cable from damaging the roof and will prevent the edge of the roof from cutting through the tie-down. Wood blocks will work, and are better than nothing, but commercial protectors will do a better job of distributing the pressure of the cable. Commercial protectors will last longer, too.



Specifications. Make sure all your anchoring equipment (anchors, turnbuckles, straps, hookups) is capable of resisting an allowable working load of at least 3,150 pounds. The equipment must also be capable of withstanding a 50 percent overload, 4,725 pounds. This also applies to the attachment point on the manufactured home. Only use anchoring equipment that is weather and corrosion resistant. YOU MUST ALIGN EXPOSED OVER-THE-TOP TIE-DOWNS WITH A ROOF RAFTER TO PREVENT DAMAGING THE ROOF.

Tie-downs can be either cable or strap. If cable is used, it should be galvanized steel or stainless steel. Minimum diameter size is 3/8 inches for 7 x 7, or ¼ inch for "aircraft" cable, 7 x 19. If flat steel strapping is used, it must be a minimum of 1-¼ inches wide x .035 inches thick.

Tie-down and anchor installation

Installing a tie-down and anchoring system is not too complicated for most do-it-yourselfers. It's wise, however, to seek experienced help to make sure you are using the proper anchor for your soil conditions, enough anchors for your wind conditions, the correct tension on your tie-down, and proper angle for your frame tie-downs. At the very least you should have a building inspector or a trained installer check over your finished work.

STEP 1: Level house
Make sure your home is level before anchoring it to the ground.

STEP 2: Check charts
Check the wind zone chart for your location and determine the required number of anchors recommended for your zone. You should regard this number as the minimum needed for your home.

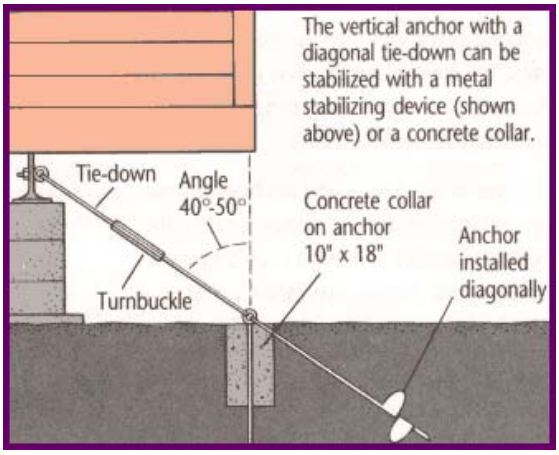
STEP 3: Determine soil type
Merely looking at the ground under your home isn't enough. Some types of anchors need to be installed five feet deep. Talk to a building inspector to determine your soil type. If you will be attaching your tie-downs to a concrete foundation, make sure it is at least 4 inches thick.

STEP 4: Select anchors
Talk to a supplier or installer for advice. Your soil type will determine the type of anchor.

STEP 5: Select hook-up
Depending on your tie-down system, over-the-top or frame, select the appropriate hook-up and tensioning device. Make sure the entire system is certified to a 4,725 pound capacity.

STEP 6: Locate wires/cables
Mark the location of your electric, cable, gas, water, sewer and phone lines on the ground before you install anchors. Make sure you have located everything prior to digging.

STEP 7: Position over-the-top tie-downs
If you are installing an exposed over-the-top tie-down, the strap or cable should be positioned over a roof rafter. Protect the edges of your roof with a roof protector of some type. Make sure the strap or cable does not cover a window or door.



STEP 8: Install anchor
You'll find specific installation instructions with your anchor. Follow them carefully. For a vertical tie-down, the anchor is installed vertically.

For a frame/diagonal tie-down, the anchor can be installed to the same angle as the tie-down. This angle should be at least 40 degrees. The anchor can be installed vertically if you also install a stabilization device to keep the anchor from moving sideways. A metal stabilization device can be attached to the top of the anchor and buried in the ground. Another option is to pour a concrete collar around the top of the anchor. The collar should be at least 10 inches in diameter and 18 inches deep.

STEP 9: Adjust tension
Alternating from side to side, adjust your tie-downs to the appropriate tension. Don't do one side of your house and then the other.

REMEMBER: Anchoring and tie-down systems vary greatly. It's important for you to contact the local building inspector for regulations regarding anchoring and blocking installation in your community. Regulations vary considerably from one community to the next. In some states, tie-downs aren't required. In other states, tie-downs are stringently regulated and inspected.

To be tied down safely, find out from your local manufactured home association or building inspector how many tie-downs and anchors you need for your wind and soil conditions. The cost of installing additional tie-downs and anchors is small compared to the potential cost of wind damage to a manufactured home that was not properly tied down.