



## COMMUNITY DEVELOPMENT DEPARTMENT

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### MANUFACTURED HOME TITLE ELIMINATION REQUIREMENTS

In order for Walla Walla County to process Title Elimination Building Permit Office Certification, you **must** provide us with the following:

- 1) Manufactured Home Application form (from the Washington State Department of Licensing)
- 2) What year was the MH placement permit taken out?
- 3) What was the name of the person who applied for the placement permit?
- 4) \$25 processing fee, payable to Walla Walla County – no fee required if permit obtained within *current* and/or *last* year.

Are there any additions? (Addition Conditions)

If YES, all self-supporting additions must have had the proper building permits issued and given final approval by Walla Walla County. For additions and/or alterations that are partially supported by the manufactured home, proper permits must have been issued and approved by the Washington State Department of Labor and Industries.

All manufactured homes built before June 15, 1976 must be approved and certified by the Department of Labor and Industries (L&I) to fire and life safety standards. After L&I certification, the appropriate tag will be affixed to the home. These tags are normally red in color with the F/S symbol. Proof of the acceptance and certification must be submitted and approved by Walla Walla County before a placement permit will be issued and before a home manufactured prior to June 15, 1976 shall be permitted to enter this County.

**If a permit was obtained but never received a final inspection approval**, and if all of the above conditions are met, a *Compliance Permit* must be obtained.

#### **Compliance permit procedures:**

- 1) Complete Application with \$50.00 Compliance Permit Fee
- 2) An inspection of the home is required
- 3) After the home receives final inspection approval, the Manufactured Home Application form can be signed
- 4) \$25.00 Title Elimination Processing Fee

**If no building permit was ever obtained** and if applicable, the Addition Conditions have been met, a building permit must be obtained. The \$25.00 Title Elimination fee and the \$50.00 Compliance fee is waived.

#### **Building permit procedures:**

- 1) Complete Application
- 2) Site plan (zoning setbacks must be met)
- 3) Health Department approval of septic/water availability
- 4) Access / Address permits from Public Works
- 5) Payment -- all sizes = \$600.00