


**Please Note:**

- All items on this list must be complete to schedule final
- All previously noted corrections in the course of the project must be rectified and confirmed.
- No temporary occupancies will be granted
- A \$100 charge will be assessed for a scheduled inspection that is not ready (i.e. anything incomplete from this list is an automatic \$100 charge.)
- This list is intended to provide owners/contractors with a simplified review of minimum code requirements that must be met to be granted occupancy but may not be all inclusive

**\*DECKS**

Any deck noted on the permit application must be complete at the time of the house final. However, if there are two other code compliant exits, the exit to an unfinished deck may be blocked and the house final can proceed **AS LONG AS A NEW PERMIT TO FINISH THE DECK HAS ALREADY BEEN OBTAINED.**

## Checklist for Manufactured Home Final

	<b>The following will be checked at your manufactured home final to ensure code compliancy:</b>
	Anchoring complete per approved manufactured specifications (which must be on-site at the time of the final) or SPS 321.40/24 CFR.
	6 mil poly vapor barrier with seams and penetrations taped underneath the manufactured home.
	Water line insulated with heat tape for the full length of the pipe below the heated structure— no extension cords allowed on heat tape – must have receptacle on underside of home
	Must have cleanout on main plumbing pipe
	Electrical wires and plumbing pipes secured under home – not laying on ground.
	Disconnect for electrical within sight and not more that 30 ft. from wall of manufactured home it serves. Cannot be mounted on home – must be mounted on a pedestal or outbuilding.
<input type="checkbox"/>	Two required code-compliant exits *See note on decks <input type="checkbox"/> 3x3 landing required outside exit doors <input type="checkbox"/> Posts must rest on gravel base and approved cookies on blocks <input type="checkbox"/> Decks must be freestanding /not attached to home <input type="checkbox"/> Stairs must meet requirements of SPS 321.04 for riser height, spindle spacing and railing requirements
	All skirting installed – one piece should be left off for inspection, but must be on site
	All light sockets must have working bulbs
	Hot water (must be on at time of final inspection)
	Heat (must be working at the time of inspection)
<b>Applicable Codes</b>	
The federal <i>Model Manufactured Home Installation Standards</i> , 24 CFR part 3285	
<i>WI Uniform Dwelling Code</i> Chapters 320-321	

**CERTIFICATE OF OCCUPANCY**

**Your certificate of occupancy will be emailed to you before the end of the next business after your approved final inspection. Plan accordingly.**

**UDC Code Commentary**

**320.10(3)(h) Final Inspection**

Occupancy may take place after the fifth full business day after the day of request for a final inspection is made and no inspection is made, assuming that the dwelling is ready for inspection at that time. Otherwise the clock starts at the time when the dwelling is ready.