



# Manufactured Dwelling Application

**Community Development  
Building Codes Division**  
800 Exchange St Ste 100 Astoria, OR 97103  
Ph: (503) 338-3697 Fax: (503) 338-3666  
Request Line 503-338-3698  
[buildingdivision@co.clatsop.or.us](mailto:buildingdivision@co.clatsop.or.us)  
Web: [co.clatsop.or.us](http://co.clatsop.or.us)

DEPARTMENT USE ONLY
Permit #
Issued By:
Date:

This permit is issued under OARs 918-500-0105 and 918-525-0370.

Permits expire if work is not started within 180 days of issuance or if work is suspended for 180 days.

DESCRIPTION OF WORK	
JOB SITE INFORMATION AND LOCATION	
Property Owner:	
Jobsite Address:	
City:	
Phone:	
If located in park, name of park:	
Space #	
Map/Legal Description:	
PROPERTY OWNER INSTALLATION	
Owner's Name:	
Mailing Address:	
City/State/Zip:	
Email:	
Phone: (     )	
<i>This installation is being made on residential or farm property owned by me or a member of my immediate family.</i>	
Owner's Signature:	
CONTRACTOR INSTALLATION	
Business Name:	
Mailing Address:	
City/State/Zip:	
Email:	
Ph: (     )	Fax: (     )
CCB no:	MDI no.:
Contractor's Signature:	
<b>Notice: Manufactured dwelling installers must have an Oregon MDI and Construction Contractors Board license under provision of ORS 701 and may be required to be licensed in the jurisdiction where work is being performed, or the applicant is exempt from licensing for the following</b>	

MANUFACTURED HOME INFORMATION																																								
<b>Manufactured Dwelling Placement includes:</b> Setup of dwelling, feeder, connection to water/sewer within 30' of unit. <b>Placement permits to be obtained only by homeowner or an Oregon Licensed Manufactured Dwelling Installer.</b>																																								
<b>Floor Plan MUST be submitted with the application.</b> Concrete stringers/slab under home: <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Additional Permits (if required)</b> <input type="checkbox"/> Foundation <input type="checkbox"/> Garage <input type="checkbox"/> Decks <input type="checkbox"/> Carport <input type="checkbox"/> Plumbing- Well or Sewer Pump <input type="checkbox"/> Electrical - Service <input type="checkbox"/> Mechanical- Gas Connection/Heat Pump/AC																																								
<b>Where is the current location of the Manufactured Dwelling:</b>																																								
FEE SCHEDULE																																								
<table border="1"> <thead> <tr> <th>A. Description (select one)</th> <th>Cost ea.</th> <th>Qty</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Singlewide</td> <td>\$202.00</td> <td></td> <td></td> </tr> <tr> <td>Doublewide</td> <td>\$404.00</td> <td></td> <td></td> </tr> <tr> <td>Triplewide</td> <td>\$604.00</td> <td></td> <td></td> </tr> <tr> <td><b>B. Re-inspection, if applicable</b></td> <td>\$94.00</td> <td></td> <td></td> </tr> <tr> <td><b>C. Subtotal</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>D. State Surcharge (12% of C)</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>E. Administrative Fee, State of Oregon</b></td> <td></td> <td>1</td> <td>\$30.00</td> </tr> <tr> <td><b>F. Astoria School Excise Tax, if applicable</b></td> <td>\$.25/sqft</td> <td></td> <td></td> </tr> <tr> <td colspan="3"><b>TOTAL Manufactured Dwelling Fees</b></td> <td></td> </tr> </tbody> </table>	A. Description (select one)	Cost ea.	Qty	Total	Singlewide	\$202.00			Doublewide	\$404.00			Triplewide	\$604.00			<b>B. Re-inspection, if applicable</b>	\$94.00			<b>C. Subtotal</b>				<b>D. State Surcharge (12% of C)</b>				<b>E. Administrative Fee, State of Oregon</b>		1	\$30.00	<b>F. Astoria School Excise Tax, if applicable</b>	\$.25/sqft			<b>TOTAL Manufactured Dwelling Fees</b>			
A. Description (select one)	Cost ea.	Qty	Total																																					
Singlewide	\$202.00																																							
Doublewide	\$404.00																																							
Triplewide	\$604.00																																							
<b>B. Re-inspection, if applicable</b>	\$94.00																																							
<b>C. Subtotal</b>																																								
<b>D. State Surcharge (12% of C)</b>																																								
<b>E. Administrative Fee, State of Oregon</b>		1	\$30.00																																					
<b>F. Astoria School Excise Tax, if applicable</b>	\$.25/sqft																																							
<b>TOTAL Manufactured Dwelling Fees</b>																																								

*Make check or money order payable to:*  
**CLATSOP COUNTY BUILDING CODES**  
 Point N Pay charges a 2.5% processing fee for credit card transactions. Min \$2.00 fee.

<input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> Discover <input type="checkbox"/> AE	Phone: (     )
Credit card number	Expiration
Name of cardholder as shown on credit card	
Cardholder signature	\$ _____ Amount

**Please provide mailing address where you receive your credit card statement:**  
**ADDRESS:**  
**ZIP:**