

Jim Long
Commissioner of Insurance
State Fire Marshal



MANUFACTURED BUILDING DIVISION

MEMORANDUM

DATE: August 24, 2007 (replaces April 16, 2003 memo)

TO: To All Building Inspection Departments

FROM: Joseph H. Sadler, Jr.
Building Code Consultant

RE: Alternate Use of a Manufactured Home

The Department of Insurance has allowed the use of manufactured homes as storage buildings on farms, based on Section 101.2 in the North Carolina Building Code, 2006 Edition, and acceptance by the local building department having jurisdiction. Section 101.2.(3), *Exception*, stipulates that such units may not be used for sleeping purposes. The use of electrical wiring is to be inspected by the local jurisdiction for conformance to the NC Electrical Code, 2005 Edition.

If the structure is not located on a farm, one may use the attached Department of Insurance memo for procedures to convert a manufactured home to another code complying structure. If you have any questions please call. Thank you.

MAILING ADDRESS:
1202 Mail Service Center
Raleigh NC 27699-1202

Telephone Number: 919-661-5880
Fax Number: 919-662-4405

LOCATION:
322 Chapanoke Road, Ste.200
Raleigh, NC 27699-1202

Jim Long
Commissioner of Insurance
State Fire Marshal



MANUFACTURED BUILDING DIVISION

MEMORANDUM

DATE: December 7, 2006 (replaces April 16, 2003 memo)

TO: Manufactured Home Owners, Building Inspectors, Registered Engineers and Architects, Approved Third Party Certification Agencies, and Other Interested Parties

FROM: Alan D. Greene, P.E.
Chief Building Code Consultant
Manufactured Building Division

RE: Conversion of Manufactured Home to Occupancy other than Single Family Dwelling

Manufactured homes are constructed in compliance with Federal Standards, specifically *Part 3280, Manufactured Home Construction and Safety Standards*. Section § 3280.1 of this document indicates that manufactured homes are to be used exclusively as *dwelling units*. The Manufactured Building Division frequently receives inquiries concerning the use of a manufactured home as a sales office, beauty salon, or other type of commercial occupancy for which the home was clearly not designed. All commercial buildings in North Carolina are required to conform to the requirements of applicable volumes of the North Carolina State Building Code: -- NC Building Code, 2006 Edition; NC Accessibility Code, 2002 Edition with 2004 Amendments; NC Plumbing Code, 2006 Edition; NC Mechanical Code, 2006 Edition; NC Electrical Code, 2005 Edition; NC Fuel Gas Code, 2006 Edition; and the NC Energy Conservation Code, 2006 Edition. Since manufactured homes are constructed to Federal Standards rather than the North Carolina State Building Code, use of these homes *without modification* for other than dwelling units is prohibited.

The above restriction notwithstanding, if a manufactured home owner wishes to *upgrade* his or her home such that it meets the provisions of all applicable volumes of the North Carolina State Building Code, this modification will be permitted. The upgraded unit, no longer considered a manufactured home, will be acceptable for the commercial occupancy to which it has been modified. The following steps must be followed in carrying out the upgrade:

1. A professional engineer or architect, currently registered in North Carolina, must be retained to inspect the unit for evaluation of the existing structural, plumbing, mechanical, and electrical systems. This evaluation will determine whether these systems meet all applicable standards in the North Carolina State Building Code for the intended occupancy. If any part of a system is not compliant, the engineer or architect must determine what corrective measures will be required to bring the unit into compliance with current Code standards. This procedure will normally require portions of the walls, ceilings, and/or floors to be removed in order to facilitate an adequate inspection. From this inspection and evaluation the engineer or architect must produce a summary list indicating which items meet current Code requirements and which items must be modified for Code compliance.

MAILING ADDRESS:
1202 Mail Service Center
Raleigh NC 27699-1202

Telephone Number: 919-661-5880
Fax Number: 919-662-4405

LOCATION:
322 Chapanoke Road, Ste.200
Raleigh, NC 27699-1202

2. All items that are not in compliance with current applicable Code volumes must be modified in accordance with the engineer or architect's specific instructions. All such corrective work must be inspected by the engineer or architect prior to being covered with finished wall, ceiling, or floor material.
3. The engineer or architect must also evaluate the foundation system for the unit to determine if it meets North Carolina State Building Code requirements for the intended occupancy. If the foundation is inadequate, necessary modifications must be specified and inspected after completion by the engineer or architect.
4. All accessibility requirements for the intended occupancy must be provided in accordance with the NC Accessibility Code, 2002 Edition with 2006 Amendments.
5. When all required modifications to the building, including the foundation, have been completed, the engineer or architect must provide sealed documentation to the local building official certifying the he or she has personally inspected all the work and has determined that the building now meets all current requirements of the North Carolina State Building Code for the intended occupancy.

When the above steps are properly completed, it is the opinion of the Manufactured Building Division that a local building official may accept the upgraded manufactured home for use as a commercial occupancy.