



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES

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Building Policy 11. Manufactured & Mobile Homes

Previous Policies

This policy formalizes and supersedes the following Building Division memorandum:

- Building Memo 07: Permit Authority for Manufactured and Mobile Homes, May 23, 2019

Purpose

The purpose of this policy is to establish clear and consistent permitting authority and procedures for manufactured homes and mobile homes, including:

- Determining when permits must be issued by the California Department of Housing and Community Development (HCD)
- Determining when permits may be issued by Mendocino County Planning and Building Services (PBS)
- Clarifying permit requirements for additions, alterations, improvements, and foundation systems
- Ensuring compliance with applicable state and local regulations

This policy is intended to reduce confusion for applicants, improve staff consistency, and ensure lawful permitting of manufactured and mobile home projects.

Definitions

For the purposes of this policy:

- **Manufactured Home (MH):** A structure built on a permanent chassis, designed for use as a dwelling, and regulated by the California Department of Housing and Community Development.
- **Mobile Home:** A factory-built dwelling constructed prior to June 15, 1976, and regulated by HCD.
- **HCD Permit:** A construction permit issued by the California Department of Housing and Community Development.
- **Structurally Attached Addition:** An addition that is physically connected to a manufactured or mobile home in a manner that alters or relies upon the home's structural system.
- **Non-Structurally Attached Addition:** An addition that is freestanding and does not rely on or modify the structural system of the manufactured or mobile home.
- **Retrofit Foundation:** A permanent foundation system installed beneath an existing manufactured or mobile home to comply with current standards.

Objectives

The objectives of this policy are to:

1. Clearly define state versus local permit authority.
2. Ensure manufactured and mobile home modifications comply with HCD regulations.
3. Provide predictable permitting pathways for applicants.
4. Support accurate intake, review, and inspection workflows.

Authority

The authority for this policy is contained in, but not limited to:

- California Health and Safety Code, Division 13 (HCD jurisdiction)
- California Code of Regulations, Title 25
- Mendocino County Code (MCC), Title 18 Section 18.20

Policy

1. Additions and Alterations Requiring HCD Permits

Any addition or alteration to a manufactured or mobile home that:

- Is structurally attached, or
- Requires modification of any part of the manufactured or mobile home,

shall require a permit issued by the California Department of Housing and Community Development (HCD).

This includes, but is not limited to:

- Exterior decks structurally attached to the home
- Garages attached to the home
- Habitable or non-habitable room additions that rely on or modify the home's structure

1.1 County Permit Following HCD Approval

Once the required HCD permit has been obtained, the owner or authorized agent shall submit the following to Mendocino County Planning and Building Services:

- A completed PBS Building Permit Application
- The HCD-approved permit
- Engineered plans, as applicable
- Any additional documentation required by County regulations

PBS review and permitting is limited to County-regulated aspects of the project and does not replace HCD authority.

2. Additions Permitted by Mendocino County Only

A non-structurally attached addition to a manufactured or mobile home shall require only a Mendocino County building permit and is exempt from HCD permitting, provided the addition:

- Is completely freestanding; and
- Does not rely on, alter, or modify the manufactured or mobile home structure

3. Removal of Unpermitted Additions

An unpermitted addition that:

- Has not structurally altered the manufactured or mobile home; and
- Is proposed to be removed,

shall require only a Mendocino County building permit for removal activities.

4. Improvements Regulated Exclusively by HCD

Improvements to a manufactured or mobile home that are located on or integral to the home itself shall require only an HCD permit, including but not limited to:

- Re-roofing of the manufactured or mobile home
- Electrical meter main service changes located on the home
- Repairs of the manufactured unit.

No County building permit is required for these improvements unless separate County-regulated work is proposed.

5. Retrofit Foundations and 433A Eligibility

A retrofit foundation installed beneath an existing manufactured or mobile home:

- Shall be designed by a California-licensed engineer
- Requires only a Mendocino County building permit

Upon approval and final inspection of the retrofit foundation, the owner may obtain County signature on Form 433A, if requested, subject to applicable requirements.

6. Coordination Between HCD and PBS

Applicants are responsible for ensuring that all required permits are obtained from the appropriate authority prior to construction. Issuance of a County permit does not waive or replace HCD permitting requirements, and vice versa.

This policy is effective as of the date of the signatures below.

Policy Approved: 
Richard Angley, Chief Building Official

Date: 03-08-2026

Policy Approved: 
Julia Krog, Director

Date: 03-13-2026