

ProtectMyManufacturedHome

What You Should Know:

## Adding or changing the openings in the exterior or centerline walls of your manufactured or mobile home

An L&I alteration permit is required when adding or changing openings in the exterior walls or the centerline support walls of a manufactured or mobile home. In most cases, plans must also be submitted prior to doing the work. L&I has a four-step process for home alterations. Here's how:

### Step 1: See if you need to submit plans.

You need to submit plans for adding or changing openings to exterior and centerline walls.

Plans must specifically show:

- The locations of the openings on a layout plan of the home.
- A detail showing the size and material of the “header” (the framing over the opening) and supporting studs — including fastening and strapping.
- That the floor and foundation can support any concentrated loads at the sides of the opening.
- Details for reinforcing the end walls (shear walls) when adding or enlarging openings. The end walls are the front and rear ends of the home as it is towed down the road.

Plans must be stamped by a Washington professional engineer (PE) or architect. When you add or widen an opening in the exterior or marriage line walls, **you need to submit plans when buying a permit** (see step 2). There is a fee for reviewing plans which is added to the permit. It usually takes two to three weeks to process plans and **plans must be approved before proceeding with the work.**



### Get more information

- Visit [www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS)
- For structural issues, contact plan review at: 360-902-5218
- For general permit help, call customer service at: 360-902-5206
- Or email [FAS1@Lni.wa.gov](mailto:FAS1@Lni.wa.gov)



Washington State Department of  
**Labor & Industries**  
Factory Assembled Structures Program

*Upon request, foreign language support and formats for persons with disabilities are available. Call 1-800-547-8367. TDD users, call 360-902-5797. L&I is an equal opportunity employer.*

You do not need to submit plans if:

- You are adding or enlarging a single opening up to 11 feet, 6 inches wide in the sidewall of the home, or if the end wall openings are not in a shear wall. The opening needs to follow the L&I design drawing. The drawing, “Minimum header structural requirements for manufactured home alterations,” can be found on the L&I website, [www.Lni.wa.gov](http://www.Lni.wa.gov), and typing form F622-080-000 in the search box.
- You are making the wall opening smaller than the original or removing the wall below a window and leaving the original top and side framing in place.

## Step 2: Get a permit.

An alteration permit for “other structural changes” (includes wall openings) can be purchased at any L&I office, or online at [www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS). The permit can also be created when plans are sent to L&I. You can submit plans through your local L&I office, email them to [FAS1@Lni.wa.gov](mailto:FAS1@Lni.wa.gov), or mail them to:

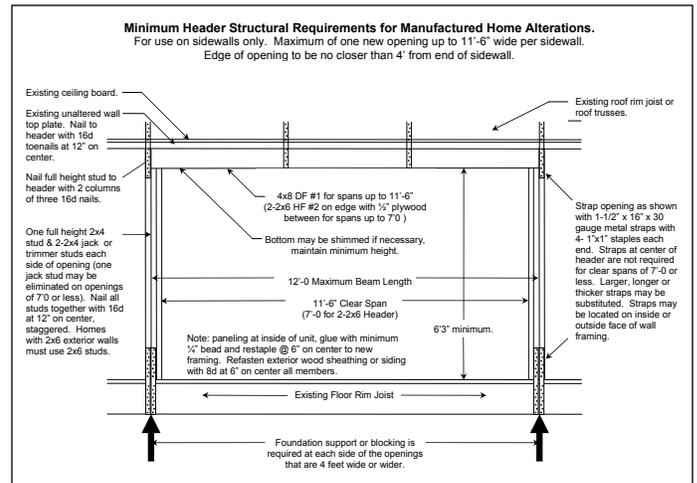
Factory Assembled Structures Plan Review Section  
Washington State Department of Labor & Industries  
P.O. Box 44430  
Olympia, WA 98504

Contractors who fail to take out alteration permits prior to starting work are subject to fines.

## Step 3: Do the work.

There are important things to remember when adding wall openings:

- Post your permit near your front door or worksite.
- Be sure to hire a registered contractor who provides a detailed written bid.
- Reinsulate the wall to match the original construction.
- Install vapor barriers where missing on exterior walls.
- Changes to electrical wiring require an additional permit from L&I.
- Adding doors may change where electrical outlets, switches and lights are required.



Minimum Header Structural Requirements for Manufactured Home Alterations (F622-080-000)

## Step 4: Get the project inspected.

You've finished the project. **It's your responsibility** to make sure it gets inspected. Here's what you need to do:

- Call for a structural reroof inspection at [www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS) by entering “request FAS inspection” in the search box or call or visit an L&I office. The inspector will contact you when scheduled to be in your area, usually in about 10 days.
- Remember: The lack of a permit and inspection could affect the safety of your home, your ability to obtain financing, or obtain insurance.

## Why does L&I require permits and inspections?

Think of L&I as Washington's “building department” for all factory assembled structures in the state. Since 1968, the agency has been responsible for inspections of manufactured and mobile homes and other modular buildings.