Foundation System Design Criteria & Checklist
(For Factory Built Structures under the Nevada Manufactured Housing Division)

Elko County’s objective is to provide you, the applicant, with a guideline of necessary information to be submitted in order to ensure that your application is processed in a timely and professional manner. **It is the responsibility of the contractor or owner builder to become familiar and comply with the adopted codes, ordinances and the manufacturer’s requirements for the specific product and processes as approved by the ICBO Evaluation Service as adopted by Elko County.**

This checklist is specific to the actual construction requirements to the structure itself. Other requirements for Zoning, F.E.M.A. or State Health are to be addressed also at the time of permit application. Additional construction information will be required when located within a flood zone. If the property is located within a development that has an architectural review committee or the equivalent, established pursuant to Elko County Ordinance 4-9-4, a copy of the approval shall be submitted.

**General Information:**

The following codes have been adopted:

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<tr>
<th>Year</th>
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<tr>
<td>1997</td>
<td>Uniform Administration Code</td>
<td>2003</td>
<td>International Residential Code</td>
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<td>(Building &amp; Electrical Chapters)</td>
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Plans and Specifications shall be drawn to scale (minimum 1/4” per foot) and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and all relevant laws, ordinances, rules and regulations, 1997 U.A.C., section 302.3

The minimum design criteria for Elko County are as follows:

* Seismic Zone – D 1 or 2 (as determined)
* Wind Load - 75 mph, exposure “C” (90 mph, 3 second gust)
* Frost Depth - 36” minimum (vertical)
* Soil Bearing Pressure - 1500 lbs. maximum without a designed soils report

The following information is required and must be submitted for the plan review of the proposed foundation. **Please provide two identical sets of plans for review,** an “APPROVED” job copy
will be returned to the applicant as required by U.A.C. section 303.1. The applicant must initial each area below to indicate the documentation is provided as set forth in this checklist. When not applicable please indicate so by “N/A”.

☐ Design plans and supporting documents must be prepared, signed and stamped by a Nevada Registered Architect or Professional Engineer.

OR

☐ Residential Designers may submit design plans for single family or multifamily structures as authorized by NRS 623.330.

OR

☐ Licensed Contractors may submit their own plans provided they are signed by the contractor and meet the conditions specified in NRS 623.330.

OR

☐ Owner/Builders may prepare and submit their own plans for their own private residential use. Plans must be titled without reference to being prepared by a party other than the property owner who is building or overseeing the building activity. The plans must have the owner/builder’s original signature.

The building construction plans prepared by a Nevada licensed design professional must be wet stamped with an original signature that states conditions are met.

**Plot Plan:** (separate from the building plans)

- Accurate representation of the legal description - including property dimensions.
- Provide acreage for large parcels over 40 acres.
- Location of all buildings and attached structures
- Show all setback distances to property lines from the proposed building and to other buildings within 20'
- Location of the main electrical service and electrical line, including wire size to the building with distances for possible voltage drop calculation for new electrical installations, also location of all any other electrical lines/conductors.
- Location of other applicable utilities: well, septic tank, waste/drain lines, water lines, gas tank, gas lines, etc.

**Building Construction Plans:**

**Floor Plans:**

- Building dimensions, including any interior room dimensions

**Foundation Plan View:**

- Plan view showing the footprint of the foundation, with crawlspace ventilation and access locations

**Footing Plan:**

- Show dimensions for continuous footings or pier pad footings
- Footing elevations that are stepped down due to changes in grade shall be shown
- Show reinforcement iron size and spacing (if applicable)
- Show depth below outside finish grade

**Foundation Wall Plan:** (Exterior load bearing structures)

- Foundation wall height and thickness and concrete PSI rating as per table 1904.2.2 (2)., 2003 I.B.C.
Show reinforcement iron size and spacing (both vertical & horizontal)

Anchor bolt & washer size, spacing and the embedded depth to comply with section 2308.6 & 2308.12.8, 2003 I.B.C. or section R602.10.6 2003 I.R.C.

Foundation hold down devices shown when designed by the Engineer of Record for the structure

**Frost wall Plan:**
- Frost wall height and thickness and concrete PSI rating as per table 1904.2.2 (2), 2003 I.B.C.
- Show reinforcement iron size and spacing (both vertical & horizontal)
- Anchor bolt size, washer size, spacing and the embedded depth to comply with section 2308.6 & 2308.12.8, 2003 I.B.C. or sections R403.1.6 & R602.11.1, 2003 I.R.C.

**Monolithic Frost wall:**
- Show dimensions for the continuous footings (typically located at the top of the foundation)
- Show dimensions for the frost wall below the footings
- Show the frost depth below grade and foundation height above grade (6" minimum)
- Show reinforcement iron size and spacing (both vertical & horizontal)

**Cross Sectional Plan:**
- A complete cross sectional drawing detailing construction methods for the footing and foundation shall be provided with full detail including sill plate with anchorage.

**Electrical Plan:**
- Location of panels - (Meter and outside disconnect)
- List the main breaker amperage rating and conductor sizes that feed the manufactured home and the well
- Grounding Location(s)

**Elevation/Architectural Views:**
- Exterior final grading elevations shown around the building

**Required Design Professional Submittals** (Nevada Registered Architect or Engineer)
- Factory built structures placed on a basement (HUD, IRC, IBC)
- Basement and crawlspace foundations located in a flood plain

The Elko County Building & Safety Division will only issue a permit for a foundation system for a HUD, IRC, or IBC structure. Permits for electrical services, additions and attached garages to these structures are required separately. **ELKO COUNTY NO LONGER ESTABLISHES MINIMUM CONNECTION REQUIREMENTS** from the foundation system to a factory built structure under the HUD, IRC, or IBC Design Standards.

When the building official issues the permit where plans are required, the building official shall endorse in writing or stamp the plans and specifications APPROVED. Such approved plans and specifications shall not be changed, modified or altered without authorization from the building official, and all work regulated by this code shall be done in accordance with the approved plans. - Section 303.1, 1997 U.A.C. Additional plan review fees will apply to changed, modified or altered plans.
All construction or work for which a permit is required shall be subject to inspection by the building official and all such construction or work shall remain accessible and exposed. - Section 305.1, 1997 U.A.C.

Work requiring a permit shall not be commenced until the permit holder or an agent of the permit holder shall have posted or otherwise made available an inspection record card as to allow the building official to conveniently make the required entries thereon regarding inspections of the work. - Section 305.2, 1997 U.A.C. (NOTE: Failure to post permit documents shall be subjected to re-inspection fees)

It shall be the duty of the person doing the work authorized by a permit to notify the building official that such work is ready for inspection. - Section 305.3, 1997 U.A.C. Elko County requires all inspection requests to be scheduled at least one working day in advance by 4:00 pm., i.e. no later than 4 p.m. the working day before the inspection date. Inspections will be made the following working day between 8:00 am - 5:00 pm.

Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. - Section 304.4, 1997 U.A.C.

Every permit issued by the building official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. - Section 303.4, 1997 U.A.C.

I, _________________________________ do hereby verify that all necessary and required information has been submitted for plan review on this date of ______________________, 201___.