

**Growth Management  
205 N Marion Ave.  
Lake City, FL 32055  
Telephone: 386-752-2753  
E-MAIL: [youngd@lcfla.com](mailto:youngd@lcfla.com)**

## **REPAIRS OR REMODELING OF MOBILE/MANUFACTURED HOMES**

**Owners of mobile/manufactured home located within the City Limits of City of Lake City wanting to perform repairs or remodeling shall comply with the minimum standards listed below.**

### **Minimum Standards**

- The mobile/ manufactured home's repairs or alterations shall comply with the:  
Florida Department of Highway Safety and Motor Vehicles  
Division of Motorist Services  
Manufactured Housing Section  
Procedure: MHS-24  
Subject: Mobile/Manufactured Home Repair and Remodeling Guidelines

The City of Lake City shall issue permits to Florida licensed contractors and perform inspections on any repair or remodeling of a mobile/manufactured home. A Home Owner may not apply for this permit.

Additions on the exterior such as porches or rooms shall be required to comply with the Florida Building Codes, be permitted and inspected by the City of Lake City and these additions shall not be attached to the mobile/manufactured home. A Florida licensed contractor or the homeowner may apply for this permit.

ALTERATION, as defined by the Florida Building Code, any construction, retrofit or renovation to an existing structure other than repair or addition that requires a permit. Also, a change in a building, electrical, gas, mechanical or plumbing system that involves an extension, addition or change to the arrangement, type or purpose of the original installation that requires a permit.

IN GENERAL:

Rule 15C-2.0081 of the "Mobile/Manufactured Home Installation Standards" state, "Repair or remodeling of mobile/manufactured homes shall require the use of material and design equivalent to the original construction".

In cases where the repair is structural in nature, the customer will be required to obtain construction drawings prepared by a Florida Licensed Engineer or Registered Architect. In the event the proposed repair includes the use of materials that are not of the design equivalent to the original construction, the design professional of record must include a statement that the repair or alterations as proposed will not lessen the integrity of the mobile home.



**Florida**  
**Department of Highway Safety**  
**and Motor Vehicles**

***Division of Motorist Services***  
***Manufactured Housing Section***

<b>PROCEDURE:</b> MHS-24	<b>SUBJECT:</b> Mobile/Manufactured Home Repair and Remodeling Guidelines
<b>DESCRIPTION OF USE:</b> This procedure concerns the guidelines to be used when repairing or remodeling a mobile or manufactured home.	

**I. PROVISIONS OF LAW:**

- A.** Section 320.8232, Florida Statutes, Establishment of uniform standards for used recreational vehicles and repair and remodeling code for mobile homes.—

(1) The provisions of the repair and remodeling code shall ensure safe and livable housing and shall not be more stringent than those standards required to be met in the manufacture of mobile homes. Such provisions shall include, but not be limited to, standards for structural adequacy, plumbing, heating, electrical systems, and fire and life safety.

- B.** Section 320.8245, Florida Statutes, Limitation of alteration or modification to mobile homes or recreational vehicles.—

(1) **LIMITATION OF ALTERATIONS OR MODIFICATIONS.**—No alteration or modification shall be made to a mobile home or recreational vehicle by a licensed dealer after shipment from the manufacturer’s plant unless such alteration or modification is authorized in this section.

(2) **EFFECT ON MOBILE HOME WARRANTY.**—Unless an alteration or modification is performed by a qualified person as defined in subsection (4), the warranty responsibility of the manufacturer as to the altered or modified item shall be void.

(a) An alteration or modification performed by a mobile home or recreational vehicle dealer or his or her agent or employee shall place warranty responsibility for the altered or modified item upon the dealer. If the manufacturer fulfills, or is required to fulfill, the warranty on the altered or modified item, he or she shall be entitled to recover damages in the amount of his or her costs and attorneys’ fees from the dealer.

(b) An alteration or modification performed by a mobile home or recreational vehicle owner or his or her agent shall render the manufacturer’s warranty as to that item void. A statement shall be displayed clearly and conspicuously on the face of the warranty that the warranty is void as to the altered or modified item if the alteration or modification is performed by other than a qualified person. Failure to display such statement shall result in warranty responsibility on the manufacturer.

<b>Procedure #</b> MHS -24	<b>Effective Date:</b>	<b>Revision Date:</b>	<b>Page #</b> Page 1 of 7
-------------------------------	------------------------	-----------------------	------------------------------

## MANUFACTURED HOUSING SECTION

<b>Procedure #</b> MHS-24	<b>Subject:</b> Mobile/Manufactured Home Repair and Remodeling Guidelines	<b>Page #</b> Page 2 of 7
------------------------------	---	------------------------------

(3) **AUTHORITY OF THE DEPARTMENT.**—The department is authorized to promulgate rules and regulations pursuant to chapter 120 which define the alterations or modifications which must be made by qualified personnel. The department may regulate only those alterations and modifications which substantially impair the structural integrity or safety of the mobile home.

(4) **DESIGNATION AS A QUALIFIED PERSON.**—

(a) In order to be designated as a person qualified to alter or modify a mobile home or recreational vehicle, a person must comply with local or county licensing or competency requirements in skills relevant to performing alterations or modifications on mobile homes or recreational vehicles.

(b) When no local or county licensing or competency requirements exist, the department may certify persons to perform mobile home alterations or modifications. The department shall by rule or regulation determine what skills and competency requirements are requisite to the issuance of a certification. A fee sufficient to cover the costs of issuing certifications may be charged by the department. The certification shall be valid for a period which terminates when the county or other local governmental unit enacts relevant competency or licensing requirements. The certification shall be valid only in counties or localities without licensing or competency requirements.

(c) The department shall determine which counties and localities have licensing or competency requirements adequate to eliminate the requirement of certification. This determination shall be based on a review of the relevant county or local standards for adequacy in regulating persons who perform alterations or modifications to mobile homes. The department shall find local or county standards adequate when minimal licensing or competency standards are provided.

**C. Florida Administrative Code (FAC) 15C-2.0081 Mobile/Manufactured Home Repair and Remodeling Code.**

These guidelines shall be used to assure safe and livable housing and shall not be more stringent than the standard to which the home was originally constructed.

(1) **Structure.**

(a) Additions, including, but not limited to add-a-rooms, roof-overs and porches shall be free standing and self-supporting with only the flashing attached to the main unit unless the added unit has been designed to be married to the existing unit. All additions shall be constructed in compliance with State and locally adopted building codes.

(b) Anchoring of additions shall be in compliance with requirements for similar type construction.

(c) Repair or remodeling of a mobile/manufactured home shall require the use of material and design equivalent to the original construction. Structure shall include, but not be limited to, roof system, walls, floor system, windows and exterior doors of the mobile/manufactured home.

(2) Electrical repair and replacements shall require the use of material and design equivalent to the original construction.

(3) Plumbing repairs and replacements shall require the use of material and design equivalent to the original construction

## MANUFACTURED HOUSING SECTION

<b>Procedure #</b> MHS-24	<b>Subject:</b> Mobile/Manufactured Home Repair and Remodeling Guidelines	<b>Page</b> Page 3 of 7
------------------------------	---	----------------------------

### II. POLICY:

#### A. Introduction:

The department may regulate only those alterations and modifications which substantially impair the structural integrity or safety of the mobile home. It is the intent of the Division of Motorist Services that the repair levels described in this procedure provide general guidelines for repair and remodel of mobile homes and the general level of expertise required for proper completion. These examples are not meant to be all inclusive.

#### B. Repair and Remodel Guidelines:

##### **Level 1 - Ordinary Repair and Remodel**

Ordinary repairs are nonstructural repairs. These are types of construction and repair that neither local government nor the department may require permitting or other oversight. Thus, a mobile home owner can perform these repairs without the necessity of local permitting or department approval.

##### **Examples of Level 1 - Ordinary Repairs and Remodel:**

- Replacement of a window(s)

**Example:** Replace window for a window of the same size. The window opening is not to be enlarged. A 24" X 36" window cannot be installed where a 20" X 30" was.

- Replacement of door.

**Example:** Replace a door for a door of the same size. A single door cannot be replaced with a double door or a sliding glass door cannot be replaced with a single standard 3/0 door.

- Sealing around vents and pipes on the roof.

**Example:** This is normal maintenance.

- Replacement of exterior siding.

**Example:** Replace with like materials.

**Note:** Replacement of metal siding with heavier product such as concrete/wood (CW) products or equivalent would be a major repair.

- Replacement of small area of floor decking (max. 4' X 4').

**Example:** Small section at the exterior door and/or small section in the bathroom.

## MANUFACTURED HOUSING SECTION

<b>Procedure #</b> MHS-24	<b>Subject:</b> Mobile/Manufactured Home Repair and Remodeling Guidelines	<b>Page #</b> Page 4 of 7
------------------------------	---	------------------------------

- Replacement of interior wall sheathing. (wall covering)

**Example:** Must be replaced with materials of a like or lesser weight.

- Replacement of interior doors.

**Example:** Use of like materials.

- Replacement of carpet, roll goods, or ceramic tile.

**Example:** Replacement with materials of a like or lesser weight.

- Replacement of toilet.

**Example:** Remodel or replacement. Ordinary repair/maintenance.

- Replacement of kitchen/ bathroom faucet or shower head.

**Example:** Within the description of ordinary repair/maintenance.

- Replacement of door locks.

**Example:** Ordinary home owner maintenance.

- Replacement of kitchen cabinets:

**Example:** Kitchen cabinets can be replaced; however the orientation or location **cannot** be changed if it would require new plumbing and electrical wiring. Changing the plumbing and electrical connections/ receptacle locations would constitute a major repair.

- Replacement of kitchen appliances:

**Example:** Replace with like appliances of a like or lesser weight.

**Note:** Changing out an electric range to a gas range would be a major repair.

- Repair or remodel of roof covering.

**Example:** Remove old shingles before applying new shingles is an ordinary repair. However, applying new shingles over old shingles will place too much weight on the roof and therefore constitutes an alteration or modification affecting the structural integrity or safety of the mobile home and may require a local building permit. Homeowners are advised to check with local building departments for permitting requirements.

Ordinary repairs *do not include*:

The cutting away of any structural wall, partition or portion thereof.

The removal or cutting of any structural beam or load-bearing support.

The removal or change of any required means of egress.

The rearrangement of parts of a structure affecting the egress requirements.

The addition to, alteration of, replacement or relocation of any water supply, sewer, drainage, vents or similar piping, or electric wiring.

## MANUFACTURED HOUSING SECTION

<b>Procedure #</b> MHS-24	<b>Subject:</b> Mobile/Manufactured Home Repair and Remodeling Guidelines	<b>Page #</b> Page 5 of 7
------------------------------	---	------------------------------

### **Level 2 - Major Repair or Remodel that Substantially Impairs the Structural Integrity or Safety**

A major repair or remodel of a mobile home will require an engineer's plan, or blue print to show that it is a deviation from the original home. Work is considered a deviation from the original home if: (1) the materials being used are heavier than the original materials; (2) the repair or remodel changes the original home design; or (3) interior walls are moved or modified; or (4) if the repair or remodel involves major electrical and plumbing work. These types of construction and repair may require permitting, and owners should check with their local jurisdiction to determine permitting requirements. If a building permit is required, the repair or remodel shall be approved if the repair or remodel complies with the engineer's plan or blueprint. Neither the local government nor the department shall impose additional requirements on the repair or remodel.

A major repair or remodel must be performed by qualified or licensed persons. To be designated as a person qualified to alter or modify a mobile home or recreational vehicle, a person must comply with local or county licensing or competency requirements in skills relevant to performing alterations or modifications on mobile homes or recreational vehicles. If no such local or county licensing or competency requirements exist the person must meet state licensing requirements in skills relevant to performing alterations or modifications.

A list of major repairs and remodeling has been provided. This list is not meant to be all encompassing of all possible repairs or remodels. The repairs or remodeling when not performed properly may result in significant personal injury or failure of the repaired or remodeled aspects of the home.

### **Examples of Level 2 - Major Repair or Remodel**

- Repair or remodel of the exterior of the home which changes the original foot prints (design specifications) of the home.  
**Example:** Addition of a room, or enlarging any portion of the home.
- Repair or remodel of the exterior with a different finish material that is heavier than the original material.  
**Example:** Over layment or replacement of metal siding with a "concrete wood" where the weight of the "concrete wood" product exceeds the weight of the original siding.
- Repair or remodel of windows or door(s) with a different size.  
**Example:** 18" X 24" window(s) replaced with 34" X 30" window or a standard 3/0 door replaced with double doors.
- Removal of any interior walls.  
**Example:** Removal of any interior wall may result in removal of a shear wall which is a major repair.
- Repair or remodel of interior wall finish.  
**Example:** Over layment or replacement of interior wall finish with a material that is heavier than the one the home was originally designed for. (The original home specifications were not designed for the added weight of a heavier wall covering such as sheetrock.)

### **Major electrical repair or remodel**

- Replacement of damaged wiring.  
**Example:** Replacement of any damaged cable in a wall. Damaged NM cable from fire or an electrical short, etc.
- Replacement of main panel box.  
**Example:** Replacement of the panel box due to fire or undersized for demand. This includes the entrance cables.

## MANUFACTURED HOUSING SECTION

<b>Procedure #</b> MHS-24	<b>Subject:</b> Mobile/Manufactured Home Repair and Remodeling Guidelines	<b>Page #</b> Page 6 of 7
------------------------------	---	------------------------------

- Addition of receptacles. Any addition of electrical receptacles is a major repair.  
**Example:** Addition of a receptacle for new appliance, interior or exterior.
- Replacement of receptacles and switches. Any replacement of electrical receptacles and switches are a major repair. (Any electrical work is a major repair.)  
**Example:** Replacement of faulty switch or receptacle or replacement of out dated receptacle or switch.
- New wiring. Any new wiring is a major repair. (Any electrical work is a major repair.)  
**Example:** New wiring for new kitchen cabinets or counters.  
  
**Example:** Remodel of bathroom, the moving of receptacles and switches.

### **Major plumbing repairs or remodeling**

- Remodel of bathroom. Any plumbing change is a major repair.  
**Example:** Changing the foot print of the bath plumbing.
- Remodeling the kitchen. Any plumbing change is a major repair.  
**Example:** Changing the foot print of the kitchen plumbing.
- Changing the supply/drain piping within the home.  
**Example:** Replacement of Polybutylene (Poly) pipe with Chlorinated Poly Vinyl Chloride (CPVC) pipe.

### **Level 3 – Changes that Disqualify the Structure as a Mobile Home**

Certain conditions will arise that may disqualify a Mobile/Manufactured home as being the home described the title. Changes to the home as well as damage from storms can render a Mobile/Manufactured home unfit a danger to residents. A few examples are; storm damage, neglected and/or abandoned homes.

### **Mobile/Manufactured homes that may be disqualified as mobile/manufactured home.**

1. Section 319.30(2)(a), Florida Statutes, requires each person mentioned as owner in the last issued certificate of title to surrender the certificate of title to the department when a mobile home is dismantled, destroyed or changed in such a manner that it is no longer the mobile home described in the certificate of title.  
A few examples:
  - a. Damaged homes that meet the requirements of s. 319.30 (3)(a)1. & 2.
  - b. Homes where all interior walls, cabinets, vanities, HVAC and all other interior items have been removed.
  - c. Home stripped down to the floor or frame.
  - d. Homes wrecked or declared a total loss by the insurance company.

**MANUFACTURED  
HOUSING SECTION**

<b>Procedure #</b> MHS-24	<b>Subject:</b> Mobile/Manufactured Home Repair and Remodeling Guidelines	<b>Page #</b> Page 7 of 7
------------------------------	---	------------------------------

2. **Insured mobile/manufactured homes.**

319.30(3)(a)2. A mobile home shall not be considered a “total loss” if the insurance company and owner of mobile home agree to repair, rather than to replace, the mobile home. However, if the actual cost to repair the mobile home to the insurance company exceeds 100 percent of the cost of replacing the wrecked or damaged mobile home with one of like kind and quality, the owner shall forward to the department, within 72 hours after the agreement, a request to brand the certificate of title with the words “Total Loss Vehicle.” Such a brand shall become a part of the vehicle’s title history.

3. **Uninsured mobile/manufactured home.**

319.30(3)(a)1.b. A mobile home is considered a total loss, when the mobile home is wrecked or damaged and the cost, at the time of loss, of repairing or rebuilding the home is 80 percent or more of the cost to the owner of replacing the wrecked mobile home w