

Maryland Program Kick-off Call: Questions and Answers

1. Will other state training and certification programs be recognized in Maryland since they are approved by HUD?

No. Only HUD-administered or federally approved programs that meet the training requirements will be recognized.

2. Can my state training and certification programs become federally approved training programs?

Yes. If a state wants its program approved by HUD as a Federal program, the state can apply by completing the HUD 308 Form and submitting it to SEBA via hudinfo@sebapro.com. All programs wishing to apply must be at least 12 hours in duration, with a minimum of 4 hours focused on federal installation standards. The program must meet all the requirements of 24 CFR 3286.308. Once the program is approved, installers that complete the course can apply for a HUD installer license. There may be additional business licensing requirements at the state or local level.

3. Can a licensed installer in Maryland install manufactured homes in other HUD-administered states?

Yes. If a Maryland installer has a HUD installer license, they can install homes in any of the other HUD-administered states.

4. Will directly employed salespeople of retailers be required to be licensed?

Sales people do not need to have a HUD installation license if they only sell homes. However, if a retailer offers set-up of the homes they must use a licensed installer to complete the installation.

5. Is this program mandatory?

Yes, this is a mandatory program (24 CFR 3285 and 3286).

6. Are funds available for local governments that participate?

No. However, local governments may charge a permit fee to perform inspections for buyers/retailers/installers.

7. If I have taken another MHEI program that is state approved but less than 12 hours, can I do additional training to just make up the time?

No. You must complete the HUD approved installation course with MHEI or with another federally approved program.

8. Are there penalties for people that do not comply with the program?

Yes, there are both civil and criminal penalties.

9. Will local jurisdictions be completing the inspections?

Yes, but in localities that do not or will not perform inspections, you can use third party inspectors.

10. If someone wants to install a manufactured home for themselves on their own lot, do they need to be a licensed installer?

No, they do not need to be licensed. However, they will need to have the manufactured home inspected and approved in accordance with 24 CFR 3286.111.

11. Can you please provide the statutory citation that obligates the state of Maryland and local jurisdictions to participate in the program?

Per 24 CFR 3285.1 (2), “In states that do not choose to operate their own installation program for manufactured homes , these Model Installation Standards serve as the minimum standards for manufactured home installations”.

The thirteen (13) states that do not operate their own installation program fall under HUD’s jurisdiction and are required to participate in the program. Maryland is the first state that HUD has selected to implement the program. The program will be rolled out to other states in 2015 and 2016.

12. What happens if a jurisdiction fails to ensure that a licensed installer is retained and issues a certificate of occupancy for the unit?

Per 3286.703 (a) Subpart H—Oversight and Enforcement in HUD-Administered States. “Failure to comply with the requirements of this part is a prohibited act under section 601(a)(7) of the Act, 42 U.S.C 5409(a) . Any person who fails to comply with the requirements of this part is subject to civil and criminal penalties,

and to actions for injunctive relief, in accordance with section 611 and 612 of the Act, 42 U.S.C. 5410 and 5411.”

13. Can property owners install their own units on their property without obtaining a Federal installers License?

Yes, Per 24 CFR 3286.107 (d) Homeowner installations. “The purchaser of a home sited in a state in which HUD administers the installation program may perform installation work on the home that is in accordance with paragraph (a) of this section, provided that the work is certified in accordance with 3286.111.” (3286.111 is the standard installation inspection).

14. The regulations stipulate that a local jurisdiction cannot issue a certificate of occupancy for a mobile home after November 1, 2015 unless the installer has a federal installer’s license. This can be problematic due to the fact that the County has active permits that have already been issued prior to the program implementation date. For these projects is it acceptable to complete the permits without having a federally licensed installer?

Yes, for permits that were issued before November 1, 2015 the contractor may finish out the work without being a licensed manufactured home installer. However, the work must be complete by February 1, 2016.

15. Third-party inspectors.

Scenario: A third-party inspector for several counties in western Maryland holds a BOCA certification, not an ICC certification. Can he still perform inspections for the counties?

Yes, he may perform inspections for the counties on behalf of the local authority per 3286.511