

Minnesota Attorney General: Administrative Rules Proceedings

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MINNESOTA STATE REGULATION

Notice of filing by the Commissioner of Administration

We have received on this date, stamped and filed 2 copies of Rules and Regulations pertaining to the Department of Administration - Building Code Division
(Agency or Board)

Regulation No. MOH 100 thru 905 (amended)

Subject: Mobile Homes

Department of Administration
Publication, Central Services Division
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FILED
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BY Eda Staudenmaier
AUTH. SIGNATURE EJ

Stamped and filed with the Secretary of State 9-5-74

Rev. 9-72

THE FOLLOWING RULES AND REGULATIONS ARE ADOPTED:

MoH 100 SCOPE AND DEFINITIONS

MoH 101 Authorization. These rules are authorized by Laws of 1971, Chapter 409, as amended, Laws of 1974, Chapter 273 and established through the rulemaking procedures set forth in Minn. Stat. 1969, Sections 15.0411 to 15.0417, in order to implement, interpret and carry out the provisions of Laws of 1971, Chapter 409, as amended, and Laws of 1974, Chapter 273 relating to Mobile Homes. In the event that these rules differ with the code promulgated by the American National Standards Institute (ANSI A119.1), or the provisions of the National Fire Protection Association and identified as NFPA 501B, these Rules shall govern in all cases.

MoH 102 Enforcement. The Commissioner shall administer and enforce all the provisions of these rules and the code. Any officer, agent or employee of the Department of Administration is authorized to enter any premises where mobile homes are manufactured, sold, offered for sale, parked in any mobile home park in the state, or installed in the state if such installation was made after September 1, 1974. He may examine any records and may inspect any mobile home, equipment or installations to ensure compliance with the provisions of these rules and the code. When it becomes necessary to determine compliance, he may require that a portion or portions of such mobile home be removed or exposed in order than an inspection may be made to determine compliance, or require that ground supports and ground anchors be removed or exposed to make such determination.

MoH 103 Definitions. In addition to the definitions contained herein, the definitions in ANSI A119.1 or NFPA 501B shall apply.

1. Accessory.

   A. A subordinate structure in addition to, or supplementing, a mobile home.

   B. Components which constitute portions or parts of ground support and anchoring systems.

2. Agency, Independent Inspection. An organization, approved by the Commissioner, qualified to review and approve plans and specifications for mobile homes with respect to model, structural, electrical, mechanical and plumbing requirements and in addition evaluate quality control programs and make inspecions.

3. Agency, Listing. An agency approved by the Commissioner which is in the business of listing or labeling and which maintains a periodic inspection program on current production of listed products, and which makes available at least an annual published report of such listing in which specific information is included that the product has been tested to approved standards and found safe for use in a specified manner.

4. Agency, Evaluation. An organization approved by the Commissioner which is qualified by reason of facilities, personnel, experience and demonstrated reliability to investigate and evaluate mobile homes.

5. Agency, Testing. An organization which is:

   A. Primarily interested in testing and evaluating equipment and installations;

   B. Qualified and equipped for, or to observe experimental testing to approved standards;

   C. Not under the jurisdiction or control of any manufacturer or supplier of any industry;

   D. Makes available a published report in which specific information is included stating that the equipment and installations listed or labeled have been tested and found safe for use in a specific manner; and

   E. Approved by the Commissioner.

MoH 103 cont. next page

6. Alteration, Construction . The replacement, addition, modification or removal of any equipment or installations which may affect the construction, plumbing, heat-producing or electrical system or the functioning thereof of mobile homes subject to the code.

7. Alteration, Installation. The replacement, addition, modification or removal of any components of the ground support or ground anchoring systems required under the provisions of these rules.

8. Authorized Representative. Authorized representative includes any person, firm or corporation, or employee thereof, approved or ~~hired~~ recognized by the Commissioner to perform inspection services.

9. Code. Code means the standards code promulgated by the American National Standards Institute and identified as ANSI A119.1 or the provisions of the National Fire Protection Association and identified as NFPA 501B, including revisions adopted by the Commissioner.

10. Compliance Certificate, Construction. The certificate provided by the manufacturer or dealer to both the Commissioner and the owner which warrants that the mobile home complies with the code.

11. Compliance Certificate, Installation. The certificate provided by the installer or dealer to both the Commissioner and the owner which warrants that the mobile home complies with these rules.

12. Commissioner. Commissioner means the Commissioner of Administration or his duly authorized representative.

13. Dealer. Dealer means any person, other than a manufacturer who sells three (3) or more mobile homes in any consecutive twelve (12) month period.

14. Installer. Mobile Home installer means any person who, within any consecutive twelve (12) month period, installs for others three (3) mobile homes at site of occupancy by making necessary service connections or attaching support systems or ground anchoring systems.

MoH 103 cont. next page.

15. Installation Instructions. Those instructions provided by the manufacturer accompanying each mobile home detailing the manufacturer's requirements for ground supports and anchoring systems attachments.

16. Length of Mobile Homes. The distance measured from the extreme front to the extreme rear of a mobile home (excluding hitch, coupling, tongue and other attachments).

17. Manufacturer. A person who manufactures mobile homes.

18. Mobile Home. Mobile home means a factory-built structure or structures equipped with the necessary service connections and made so as to be readily movable as a unit or units on its or their own running gear and designed to be a relocatable structure or structures used for any occupancy without a permanent foundation. The phrase "without a permanent foundation" indicates that the support system is constructed with the intent that the mobile home placed thereon will be moved from time to time at the convenience of the owner.

19. Model-Group. Two or more manufacturer-designed mobile homes which constitute one model.

20. Person. This means a person, partnership, corporation or other legal entity.

21. Seal, Construction. Seal means a device or insignia issued by the Commissioner to be displayed on the mobile home to evidence compliance with the code with respect to construction.

22. Seal, Installation. Installation seal means a device or insignia issued by the Commissioner upon application supported by such evidence as the Commissioner deems necessary to establish that the installation seals will be affixed only to those mobile homes where support systems and ground anchoring systems comply with these Rules and the Code.

23. Systems, Construction. An arrangement or method of construction for structural, plumbing, heat-producing, and electrical installations in mobile homes subject to the code.

24. Systems, Ground Support and Anchoring.

    A. Support system means any device or combination thereof placed beneath a mobile home at the site of occupancy for the purpose of providing support.

    B. Anchoring system means any device or combination thereof connected to a mobile home and designed for the purpose of securing the mobile home to the ground.

MoH 201 Requirement for Construction Seals.

1. After July 1, 1972, no person shall:

   A. Sell or offer for sale, in this state, any mobile home manufactured after July 1, 1972,

   B. Manufacture any mobile home, in this state, or

   C. Park any mobile home manufactured after July 1, 1972, in any mobile home park in this state,

   unless the mobile home complies with the code and the Commissioner's revisions thereto, bears a construction seal issued by the Commissioner and is accompanied by a certificate by the manufacturer or dealer, both evidencing that it so complies with the code.

   Mobile homes manufactured prior to July 2, 1972, or bearing the construction seal of a state having reciprocity with the state of Minnesota need not bear a Minnesota construction seal.

2. After July 1, 1972, no person shall alter any mobile home bearing, or required to bear, a construction seal as provided in MoH 201(1), unless said person has complied with MoH 701.

3. Requirement for Installation Seals.

   A. Effective September 1, 1974, no person shall install or connect to any mobile home a ground support or anchoring system, unless such system and installation complies with these rules governing such installation. Such dealer or installer shall affix the installation seal to the mobile home installed in compliance with these rules. Evidence of such compliance shall be supported by the submission to the Commissioner of a certificate will remain in the possession of the mobile home owner.

   B. Incomplete Installation. When climatic conditions interfere with the completion of installation, the dealer or installer will assign an installation seal for the mobile home incompletely installed and notify the Commissioner stating the condition prohibiting the completion of the installation using the form issued by the Commissioner. A copy of this notice shall be provided to the owner. When climatic conditions permit the completion of installation, such installations will be promptly completed and the installation seal affixed to the mobile home. The installation Compliance Certificate shall be provided to the Commissioner and the owner.

MoH 201 cont. next page.

4. Requirement for Mobile Home Accessory Structure Seal. Effective September 1, 1974, no person shall install or connect to a mobile home bearing, or required to bear, a construction seal, a subordinate structure manufactured after September 1, 1974, in addition to, or supplementing a mobile home unless the accessory structure complies with these Rules and the Code and bears a mobile home accessory structure seal and is accompanied by a certificate by the manufacturer or dealer, both evidencing that is so complies with the Code.

MoH 202

1. Acquisition of Construction Seals. Any person, except one altering a mobile home, shall qualify for acquisition of a construction seal by:

   A. Obtaining plan approval pursuant to MoH 300 and requesting an inspection of each mobile home constructed pursuant to MoH 400, or;

   B. Obtaining plan approval pursuant to MoH 300 and quality control approval pursuant to MoH 500, or;

   C. Obtaining certification by an independent agency approved by the Commissioner pursuant to MoH 600.

2. Registration, Dealer and/or Installer. Application for registration shall be on the form issued by the Commissioner supporting such evidence as the Commissioner deems necessary to establish that installation seals issued to such dealer or installer will be affixed only to those mobile homes where the support system and ground anchoring system comply with these Rules and the Code.

3. Acquisition of Installation Seals. Any installer or dealer shall qualify for acquisition of an installation seal by:

   A. Applying for registration as a dealer or installer to the Commissioner by making application on the form issued by the Commissioner.

MoH 203 Acquisition of Construction Seals Regarding Alteration. Any person altering a mobile home bearing, or required to bear, a construction seal as provided in MoH 201(2-B) shall qualify for acquisition of a construction seal by requesting an inspection pursuant to MoH 400.

MoH 204 1. Application for Construction Seals. Any person who has met the applicable requirements of MoH 202 shall apply for seals using forms issued by the Commissioner. The application shall be accompanied by the construction seal fee set forth in MoH 902.

A. If the applicant has qualified to apply for construction seals, pursuant to the plan and quality control approval method set forth in MoH 202(B), the seal application shall include the plan approval number and the serial number of each mobile home for which a seal is requested. Multiple mobile homes shall be designated [illegible] where applicable. Advance inclusions of the mobile home's serial number may be omitted from the application provided the applicant submits a report of the seal number and serial number of the specific mobile home to which the seal has been assigned. Such report shall be submitted not later than thirty (30) days after the receipt of such seals. A report of any seals not assigned to specific homes within the thirty day period shall be submitted to the Commissioner. When such seals are assigned to specific mobile homes, a report shall be submitted as set forth above.

2. Application for Installation Seals. Any dealer or installer who has met the applicable requirements of MoH 202-2 shall apply for installation seals. The application shall be on forms issued by the Commissioner and the application shall be accompanied by the installation seal fee set forth in MoH 902.

3. Application for Accessory Structure Seals. Any manufacturer of mobile home accessory structures who has met the applicable requirements of MoH 202-1 shall apply for accessory structure seals. The application shall be on the forms issued by the Commissioner and the application shall be accompanied by the accessory structure seal fee set forth in MoH 902.

MoH 205

1. Denial and Repossession of Construction Seals. Should investigation or inspection reveal that a manufacturer is not constructing mobile homes according to plans approved by the Commissioner, and such manufacturer, after having been served with a notice setting forth in what respect the provisions of these rules and the code have been violated, continues to manufacture mobile homes in violation of these rules and the code, applications for new construction seals shall be denied and the construction seals previously issued shall be confiscated. Upon satisfactory proof of compliance such manufacturer may resubmit an application for construction seals.

2. Denial and Repossession of Installation Seals. Should investigation or inspection reveal that a dealer or installer has not installed a mobile home according to these rules and the Code, the Commissioner may deny such dealer or installer's application for new installation seals and any installation seals previously issued shall be confiscated. Upon satisfactory proof of modification of such installation bringing them into compliance, such dealer or installer may re-submit an application for installation seals.

3. Denial and Repossession of Accessory Seals. Should investigation or inspection reveal that a manufacturer is not constructing mobile home accessory structures according to plans approved by the Commissioner, and such manufacturer, after having been served with a notice setting forth in what respect the provisions of these rules and the Code have been violated, continues to manufacture mobile home accessory structures in violation of these rules and the Code, applications for new accessory seals shall be denied and the accessory seals previously issued shall be confiscated. Upon satisfactory proof of compliance such manufacturer may resubmit an application for accessory seals.

MoH 206

1. Seal Removal, Construction. In the event that any mobile home bearing the construction seal is found to be in violation of the code the Commissioner may remove the construction seal after furnishing the owner or his agent with a written statement of such violation. The Commissioner shall not issue a new construction seal until corrections have been made and the owner or his agent has requested an inspection pursuant to MoH 400.

2. Seal Removal, Installation. Should a violation of the rules and regulations regarding installation be found, the Commissioner may remove the installation seal after furnishing the owner or his agent with a written statement of such violation. The Commissioner shall not issue a new installation seal until corrections have been made and the owner or his agent has requested an inspection pursuant to MoH 400.

3. Seal Removal, Accessory Structure Seal. In the event that any accessory structure bearing the accessory structure seal is found to be in violation of the Code, the Commissioner may remove the accessory structure seal after furnishing the owner or his agent with a written statement of such violation. The Commissioner shall not issue a new accessory structure seal until corrections have been made and the owner or his agent has requested an inspection pursuant to MoH 400.

MoH 207 1. Placement of Seals, Construction.

A. Each construction seal shall be assigned and affixed to a specific mobile home. Assigned construction seals are not transferable and are void when not affixed as assigned, and all such construction seals shall be returned to, or may be confiscated by, the Commissioner. The construction seal shall remain the property of the Commissioner and may be re-appropriated by the Commissioner in the event of violation of the conditions of approval. Multiple unit mobile homes shall be assigned and bear consecutively serial numbered construction seals.

B. The construction seal shall be securely affixed to the rear of the mobile home on the lower left corner of the exterior wall not less than six inches above the floor line, or on the exterior wall immediately adjacent to the main door, not less than six inches above the floor line. Where the manufacturer elects to place the construction seal on the exterior wall immediately adjacent to the main door of a multiple unit mobile home, consecutively serial numbered construction seals shall be placed on a readily visible location on an exterior wall not less than six inches above the floor line or immediately adjacent to the secondary exit door, or doors.

2. Placement of Seal, Installation. Only one installation seal shall be assigned to a mobile home whether such mobile home consists of one or multiple units. The installation seal shall be placed in a readily visible location adjacent to the primary construction seal.

3. Placement of Seal, Accessory Structure Seal.

A. Each accessory structure seal shall be assigned and affixed to a specific accessory structure. Assigned accessory structure seals are not transferable and are void when not affixed as assigned, and all such accessory structure seals shall be returned to, or may be confiscated by, the Commissioner. The accessory structure seal shall remain the property of the Commissioner and may be re-appropriated by the Commissioner in the event of violation of the conditions of approval. Multiple unit accessory structures shall be assigned and bear consecutively serial numbered accessory structure seals.

B. The accessory structure seal shall be securely affixed in a readily visible location. Where the manufacturer elects to place the accessory structure seal on an opening on the exterior wall of a multiple unit accessory structure, consecutively serial numbered accessory structure seals shall be placed in a readily visible location.

MoH 208

1. Lost or Damaged Seals, Construction.

   A. When a construction seal is lost or damaged, the Commissioner shall be notified in writing by the owner. The owner shall identify the manufacturer, the mobile home serial number, and when possible, the construction seal serial number.

   B. All damaged construction seals shall be promptly returned. Damaged and lost construction seals shall be replaced by the Commissioner with a new construction seal bearing the date of issue of the original construction seal upon payment of the replacement construction seal fee as provided in MoH 902.

2. Lost or Damaged Seals, Installation.

   A. When an installation seal is lost or damaged, the Commissioner shall be notified in writing. The notice shall identify the construction seal serial number, the mobile home manufacturer, the manufacturers' serial number and the location of the installation, and where available, the date of installation of the mobile home including the installation seal serial number.

   B. Damaged or lost installation seals shall be replaced by the Commissioner upon payment of the installation seal fee as provided in MoH 902.

3. Lost or Damaged Seals, Accessory Structure.

   A. When an accessory structure accessory seal is lost or damaged, the Commissioner shall be notified in writing by the owner. The owner shall identify the manufacturer, the mobile home accessory structure serial number, and when possible, the accessory structure seal serial number.

   B. All damaged accessory structure seals shall be promptly returned. Damaged and lost accessory structure seals shall be replaced by the Commissioner with a new accessory structure seal bearing the date of issue of the original accessory structure seal upon payment of the replacement accessory structure seal fee as provided in MoH 902.

MoH 209 Return of Seals

1. Construction Seals. When a mobile home manufacturer discontinues production of a model carrying the Commissioner's plan approval, the manufacturer shall, within ten (10) days, advise the Commissioner of the date of such discontinuance and either return all seals allocated for such discontinued model or assign said seals to other approved models.

2. Installation Seals. When a dealer or installer discontinues the installation of mobile homes, he shall notify the Commissioner within ten (10) days of the date of such discontinuance and return all unused installation seals which have been issued to him. Installation seals may not be transferred by any dealer or installer.

3. Accessory Structure Seals. When a mobile home manufacturer of accessory structures discontinues production of a model carrying the Commissioner's plan approval, the manufacturer shall, within ten (10) days, advise the Commissioner of the date of such discontinuance and either return all seals allocated for such discontinued accessory structure model or assign said seals to other approved accessory structure models.

MoH 210 Compliance Certificate.

1. Construction. A manufacturer or a dealer shall provide the Commissioner with a construction compliance certificate in addition to the certificate required in MoH 201. Construction compliance certificate forms shall be issued by the Commissioner.

2. Installation. A dealer or installer shall provide the Commissioner with an installation compliance certificate in addition to the certificate required in MoH 201. The installation compliance certificate shall be issued by the Commissioner.

3. Accessory Structure Compliance Certificate. A manufacturer or dealer shall provide the Commissioner with an accessory structure compliance certificate required in MoH 201. Accessory structure compliance certificates forms shall be issued by the Commissioner.

MoH 211 Mobile Home Identification.

1. Each mobile home subject to the code shall bear a legible identifying serial number which shall be prefaced by the letter "S". Each mobile home shall also bear a separate identification which shall include the date of manufacture, uncoded, and where applicable, the plan approval number.

2. The identification shall be stamped in a visible location on the mobile home tongue, or on the front frame crossmember so located to be visible at all times, or shall have both identifications shown on a tag not less than three inches by one and three-fourths inches in size, 0.020 inch thick, etched brass, stainless steel, anodized or alclad aluminum or other approved material, with lettering not less than one-eighth inch in height. The tag shall be permanently attached on the exterior wall, adjacent to the main door, not less than six inches above the floor line.

3. Each unit of a multiple mobile home shall have the same identifying serial number, except that the serial number of the primary, or left (road) side unit shall be followed by a "U". The serial number of the first connecting unit shall be followed by an "X" and an additional "X" shall be added for each succeeding unit.

MoH 212 Accessory Structure Identification.

1. Each accessory structure subject to the code shall bear a legible identifying serial number assigned by the manufacturer.

2. The identification shall be stamped on the front of the structure so located as to be readily visible after installation, or on a permanent tag as permitted in MoH 211-2.

I MoH 213 Accessory Components Identification.

1. Each component shall bear a permanent legible identifying symbol or mark assigned by the manufacturer.

2. The identification shall be located so as to be readily visible after the component is installed.

MoH 300 Submissions for Approval.

MoH 301

1. Plans Required, Construction. To obtain plan approval a manufacturer shall submit plans for a model or model group and for structural, electrical, mechanical and plumbing systems.

2. Plans Required, Installation. Manufacturers shall obtain approval of installation systems, separately submitted and identified from any other required submission. Installation plan submission is required from all manufacturers without exception. This requirement is mandatory notwithstanding any provisions of MoH 602 or MoH 801.

3. Plans Required, Accessory Structures. To obtain plan approval a manufacturer shall submit plans for an accessory structure model or model group and for structural, electrical, mechanical and plumbing systems, where such systems are involved in the construction.

MoH 302 Application for Model Group Approval.

1. An application specifying:

   A. Name and address of manufacturer

   B. Location of plant where manufacture will take place

   C. Identification of plans, specifications or other documents being submitted

   D. Identification of approved quality control procedures and manual.

2. Submissions of required plans and specifications shall be in duplicate and shall include, but not be limited to, the following:

   A. A dimensioned floor plan(s)

   B. Proposed use of rooms and method of light and ventilation

   C. Size, type and location of windows and exterior doors.

   D. Type and location of all appliances and fixtures

   E. Type and location of plumbing, drain, water, gas and electrical connections

   F. Type and location of all electrical outlets (receptacle and lights)

   G. Number of outlets and appliances on each circuit and circuit rating.

3. Notwithstanding any provisions of MoH 602 or MoH 801, separate submission, in duplicate, for prior approval by the Commissioner for any mobile home construction for any permitted occupancy, other than dwellings, must be submitted before construction is started.

   A. The Commissioner, upon such application, shall evaluate any required documents to determine whether any Minnesota State Agency has building requirements that may be peculiar to such Agency requirements. Minnesota Mobile home construction seals shall not be affixed to any mobile structure until approval has been granted.

1. All manufacturers shall submit plans, structural details, specifications and, where required, engineering calculations in such detail as is necessary for evaluation and approval of ground support and anchoring systems.

2. Approval of Ground Support and Anchoring Systems is required from all manufacturers notwithstanding provisions of MoH 602 or MoH 801.

3. Submissions for approval shall include, but not be limited to:

   A. Ground support consisting of one of the following:

      1. Engineered on grade support systems.

      2. Other approved systems.

      3. Foundations installed in conformance with the State Building Code.

         a. Piers, posts or isolated footings extending below the frost line.

         b. Continuous perimeter foundations extending below the frost line.

   B. Materials specified.

      1. Wood supports in contact with the ground shall be pressure impregnated in accordance with Uniform Building Code Standard 25-12.

      2. Concrete, where used, shall have a minimum compressive strength of 2000 P.S.I. and be in conformance with Uniform Building Code Standard 26-11.

      3. Masonary units, where used, will be in accordance with Uniform Building Code Standards 24-4 and 24-5.

   C. Ground Anchoring Systems.

      1. Submission for approval and registration for components which constitute portions or parts of ground support and anchoring systems by the manufacturer shall clearly indicate compliance with the requirements of NFPA 501B - ANSI A119.1 - "Structural Design Requirements."

Existing mobile homes, guidelines for dealers and installers:

1. Mobile homes constructed prior to the effective date of the requirements of these rules and the Code. If such mobile homes are installed after September 1, 1974, may be installed in conformance with the following guidelines:

   A. Over-the-top tiedowns, where used, shall be positioned at each end wall of the mobile home. Others, if needed, may be positioned between them at stud and rafter locations. Care shall be taken to space the frame ties and over the top tiedowns evenly.

   B. Either steel cable or steel strapping can be used for ties. All ties shall be fastened to ground anchors, as described in Section 3, below, and drawn tight with galvanized turnbuckles or yoke-type fasteners and tensioning devices. Turnbuckles shall be ended with jaws or forged or welded eyes. Turnbuckles with hook ends are not approved.

   C. All cable ends shall be secured with at least two U-bolt type cable clamps or other fastening device as approved by the endorcing officials.

   D. Cables used for tiedowns shall be either galvanized steel or stainless steel having a breaking strength greater than 4,800 pounds. Cable shall be either 7/32" diameter or greater (7x7) steel cable or 1/4" diameter or greater (7x19) aircraft cable.

   E. When flat steel straps are used for tiedowns, they must be in accordance with Federal Specification QQ-S-781; that is, 1 1/4" x .035", Type 1, Class B Grade 1, with a breaking strength of at least 4,750 pounds.

   F. Steel straps used for ties must terminate with D-rings, bolts, or other fastening devices which will not cause distortion of the band or reduce its breaking strength.

   G. Sharp edges of the Mobile Home that would tend to cut the cable or strap must be protected by a suitable device to prevent cutting when the Mobile Home is buffeted by the wind. Likewise, special adapters must be installed to prevent the cable or strap from damaging the Mobile Home.

MoH 303-B cont. next page

H. Connection of the cable frame tie to the I-beam (or other shape) main structural-frame member should be by a 5/8" drop-forged closed eye bolted through a hole drilled in the center of the I-beam web. A washer, or equivalent, should be used so that the beam is sufficiently reinforced around the hole. If steel-strap ties are used, care should be exercised to ensure that minimum bending radius is adhered to so that the breaking strength of the strap is not reduced.

I. Frame ties should connect the anchor and the steel I-beam (or other shape) main structural-frame member which runs lengthwise under the Mobile Home. Frame ties SHOULD NEVER BE CONNECTED to any of the steel outrigger beams which fasten to and intersect the main I-beams at right angles. The outriggers do not have adequate strength to resist the frame-tie loadings during high winds.

homes may make application to the Commissioner for systems design approval prior to construction, which may be referenced on subsequent plans submitted pursuant to MoH 302. The following letters shall be used on plans to designate typical systems: Structural ... "S"; Electrical ... "E"; Mechanical ... "M"; Plumbing ... "P".

1. General Requirements

A. An application in letter form including the following:

1. Manufacturer's code number, if assigned

2. Plant location where manufacture is contemplated

3. List of plans and specifications.

4. Identification of model group to which systems apply and model group approval number, if assigned

5. Reference to quality control approval or submission for plant where construction is contemplated.

B. Dimensioned drawings and specifications which clearly indicate the nature and extent of the work proposed.

C. Two copies of all documents

2. Structural Requirements.

A. All necessary cross sections

B. Floor, wall, ceiling and roof construction details

C. Typical connections

D. Design loads

E. Grade or quality of materials

F. List of all applicable approvals

G. Substantiating calculations or test results where required.

MoH 304 cont. next page.

H. Where it is necessary to substantiate any structural design or method of construction, calculations and supporting data, signed by a licensed architect or registered engineer, shall be submitted to the Commissioner.

I. The load bearing capacity of elements or assemblies may be established either by calculations in accordance with generally established principles of engineering design or by tests acceptable to the Commissioner. When the composition or configuration of elements, assemblies or details of structural members are such that calculations of their safe load carrying capacity and basic structural integrity cannot be accurately determined in accordance with generally established principles of engineering design, structural properties of such members or assemblies may be established by the results of tests acceptable to the Commissioner.

3. Electrical Requirements. Complete electrical specifications.

A. Type and size of feeder assembly

B. Voltage and amperage of branch circuit panelboard

C. Branch circuit identification, amperage or overcurrent protection device, wire size and type.

D. Voltage and amperage of fixed appliances

E. Calculations as specified in the code

F. A complete schematic of the electrical system including equipment

4. Mechanical Requirements. Plan may be to scale or schematic, and must show:

A. Description of all materials, appliances, fittings, pipe, tubing, vents and ducts

B. Btuh input rating of all fuel-burning appliances

C. Size of openings for combustion air except where an integral part of an approved appliance

D. Type(s) of fuel

MoH 304 cont. next page.

E. Diameter and type of pipe and tubing, including method of calculating the system

F. Size and location of liquid fuel tanks and LPG cylinders

G. Size, location and construction of fuel storage compartments

H. Vertical clearances between range burners and combustible materials and methods of protection where required

I. Size, length, type and location of vents and vent connectors

J. Type, maximum free area and location of circulating air supply inlet

K. Minimum free area and location of all air openings

L. Type, maximum dimension and guage of air ducts

M. Certification that heating facilities for mobile homes comply with the code.

5. Plumbing Requirements. Plan may be to scale or schematic, and must show:

A. Description of all materials, fixtures, fittings, pipe, tubing, shower stalls and walls

B. Diameter and type of pipe and tubing and length of three-eighths inch O.D. tubing and all trap arms

C. Size and type of fittings

D. Grade of drainage piping

E. Method of securing all piping.

MoH 305 Equipment and Systems. The Commissioner may approve equipment and installations which are approved by a recognized testing agency. Equipment and installations not approved by a recognized testing agency may be approved by the Commissioner when he determines such equipment and installations comply with the code.

MoH 306 Approval and Alternatives and Equivalents. Any construction, equipment or installations may be submitted to the Commissioner for approval as an alternate or equivalent method.

MoH 307 Non Conforming Plans, Specifications and Supporting Data. Should the plans, specifications, and supporting data not conform with these rules and the code, the applicant shall be so notified in writing by the Commissioner. Should the applicant fail to submit corrected information in accordance with the Commissioner's request, the application will be deemed abandoned and all fees due will be forfeited to the state. Additional submissions shall be processed as new applications.

MoH 308 1. Evidence of Commissioner's Approval - Construction. Approved construction plans and specifications shall be evidenced by the stamp of approval of the Commissioner. An approved copy of the plans and specifications shall be returned to the manufacturer. An approved copy shall be retained at each place of manufacture.

2. Evidence of Commissioner's Approval - Accessories, including Ground Support and Anchoring Systems. Approved plans and apecifications shall be evidenced by the stamp of approval of the Commissioner, and the assignment of an approval number to evidence such approval. Installation instructions shall be supplied by the manufacturer and and shall reference the Minnesota approval number identifying the approved accessory.

MoH 309 1. Construction Plan Approval Expiration. A plan approval for construction shall expire at such time the Commissioner adopts revisions to the construction code under which said plans were approved unless the manufacturer submits evidence to the Commissioner establishing that said plans are in compliance with the code as revised.

2. Ground Support and Anchoring Systems Approval Expiration. Approval of ground support and anchoring systems shall expire at such time the Commissioner adopts revisions to requirements under which approval was granted unless the manufacturer submits evidence to the Commissioner establishing that said plans are in compliance with the code as revised.

MoH 310 1. Changes to Approved Construction Plans. Where the manufacturer proposes changes in approved construction systems, two sets of supplemental detailed plans and specifications of such changes shall be submitted to the Commissioner for plan review and comparison. When such supplemental details do not constitute a new model, the supplement will be filed with and become a part of the existing plan approval. Where the supplemental details constitute a model change, application for plan approval is to be processed pursuant to MoH 302. A model designation may be changed or added by filing an amended application.

2. Changes to Approved Ground Support and Anchoring Systems. Where the manufacturer proposes changes to approved systems, two sets of supplemental details shall be submitted to the Commissioner for review and approval. Approved changes will be reflected in the approval number identification previously assigned by the Commissioner.

MoH 400 INSPECTION

MoH 401 Inspection Requests. Any person manufacturing mobile homes or any person selling, offering for sale or parking any mobile home in any mobile home park in the state, or any dealer or installer of mobile homes, may request the Commissioner to make an inspection of any mobile home manufactured after July 1, 1972, if said person holds title to the house to be inspected. Additionally, any person holding title to the mobile home may request inspection of the ground support and anchoring system. Inspection requests should be made on "Application for Inspection" forms, available from the Commissioner. In connection with requested inspections, the Commissioner may require plans, specifications, calculations and test results.

MoH 402 Action after Requested Inspection. If the mobile home inspected meets the requirements of the code, plan approval has been obtained and all applicable fees have been remitted, the applicant may apply for a construction seal. If the requested inspection was to determine compliance with respect to ground support and anchoring requirements and all applicable fees have been remitted, the applicant may apply for an installation seal.

MoH 403 Other Inspections. In addition to making inspections on request, the Commissioner shall make periodic inspections of the facilities of persons who are subject to the code, and these rules.

MoH 404 Notice of Violations. When an inspection reveals that a mobile home is in violation of the code, or these rules, the Commissioner shall serve upon the owner or his agent a notice specifying the violation(s). An owner or agent so served shall not move said mobile home from his premises until such time as the Commissioner determines that the mobile home has been brought into compliance with the code, and these rules.

MoH 500

MoH 501 Procedure. To obtain quality control approval for a manufacturing facility, a manufacturer shall submit a quality control manual pursuant to MoH 501-1 and consent to investigations and inspections at reasonable hours by the Commissioner for field verification of satisfactory quality control.

1. Applications for approval of quality control manuals shall contain the following:

   A. An application in letter form to be accompanied by two copies of the quality control manual containing those items required by MoH 501 (1-B).

   B. An outline of the procedure which will direct the manufacturer to construct mobile homes in accordance with the approved plans specifying:

      1. Scope and purpose
      2. Receiving inspection procedure for basic materials
      3. Material storage and stock rotation procedures
      4. Types and frequency of product inspection
      5. Sample of inspection control form used
      6. Major pieces of production equipment
      7. Assignments, experience and qualifications of quality control personnel
      8. Test equipment
      9. Control of drawings and material specifications
      10. Test procedures
      11. Record keeping procedures.

2. Where the manufacturer proposes changes to the quality control manual, two copies of such changes shall be submitted to the Commissioner for approval.

MoH 600 INDEPENDENT INSPECTION AGENCIES

MoH 601 Qualifications for Approval. The certification and registration of an agency shall not be issued until said agency has received the Commissioner's approval. To obtain approval and become registered, an agency shall submit to the Commissioner an application on the form issued by the Commissioner to include the following stating that said agency is:

1. Not under the jurisdicition or control of any manufacturer or supplier of an industry

2. Professionally competent to determine that a mobile home is in compliance with the code by:

   a. Inspecting mobile homes

   b. Reviewing plans and specifications

   c. Evaluating quality control procedures.

3. To report findings regarding code compliance in detailed reports to the Commissioner as requested.

4. Submit registration fees as required in MoH 904 (2).

MoH 602 Upon certification by an approved registered independent agency pursuant to these rules and the code, a manufacturer may apply for seals under MoH 204.

MoH 502 is deleted in its entirety.

MoH 700 ALTERATIONS TO MOBILE HOMES

MoH 701 Alteration Application.

1. Any alteration of the construction, plumbing, heat-producing, electrical equipment or installations or fire safety in a mobile home which bears a seal, shall void such approval and the seal shall be returned to the Commissioner.

2. The following shall not constitute an alteration:

   A. Repairs with approved components parts

   B. Conversion of listed fuel-burning appliances in accordance with the terms of their listing

   C. Adjustment and maintenance of equipment

   D. Replacement of equipment in kind.

   E. Accessory.

      1. A subordinate structure in addition to, or supplementing, a mobile home.

      2. Components which constitute portions or parts of ground support and anchoring systems.

      3. Any person proposing an alteration to a mobile home bearing a seal shall make application to the Commissioner on the form issued by the Commissioner.

      4. Upon completion of the alteration, the applicacant shall request the Commissioner to make an inspection pursuant to MoH 400.

      5. The applicant may apply for a replacement construction seal upon inspection and approval of the alteration.

      6. The applicant may apply for a replacement accessory structure seal upon inspection and approval of the alteration.

MoH 800 RECIPROCITY AND APPEALS

MoH 801 Reciprocity. Upon a showing that another state provides for the sealing of mobile homes upon compliance with standards which are at least equal to those provided in the code, the Commissioner may provide that a construction seal affixed under the authority of such state shall have the same effect as a seal affixed under authority of this state, and thereafter any mobile home which bears the seal of such state shall not be required to bear the seal of this state as provided in MoH 201. The Commissioner may make such reciprocity contingent upon such other granting reciprocal effect to seals affixed under authority of this state.

MoH 802 Appeals. Any person aggrieved by application of these rules may, within thirty (30) days of the time when his grievance arose, appeal to the Commissioner. Upon receipt of a timely appeal and the submission of the appropriate fee pursuant to MoH 903 by appellant, the Commissioner shall review the matter de novo and submit his written findings to appellant.

MoH 900 FEES

MoH 901 Form and Remittance. All remittances shall be:

1. In the form of checks or money orders
2. Payable to: Minnesota State Treasurer
3. Addressed to: State of Minnesota, Building Code Division
   408 Metro Square Building
   7th and Robert Streets
   St. Paul, Minnesota 55101

MoH 902 Mobile Home Construction Seal Fees, Ten Dollars ($10.00) per seal. Replacement seals, Three Dollars ($3.00) per Seal.

Mobile Home Installation Seal Fees, Three Dollars ($3.00) per Seal.

Mobile Home Accessory Structure Seal Fees, Ten Dollars ($10.00) per Seal. Replacement Seals Three Dollars ($3.00) per Seal.

MoH 903 Appeal fee, Twenty Dollars ($20.00).

MoH 904 is deleted in its entirety and the following inserted in lieu thereof:

MoH 904 Annual Registration and Certification Fees.

1. Dealer and/or Installer. Effective September 1, 1974, a registration fee of Ten Dollars ($10.00) will be required. Effective January 1, 1975, this registration fee will be required annually thereafter.

2. Independent Inspection Agencies. Effective January 1, 1975, an annual registration and certification fee of Seventy-Five Dollars ($75.00) will be required and renewed annually thereafter.

3. Manufacturers of Components and/or Systems, and Ground Support and Anchoring Systems for Mobile Homes. Effective September 1, 1974, a registration fee of Ten Dollars ($10.00) will be required. Effective January 1, 1975, this registration fee will be required annually thereafter.

MoH 905 Other Fees. For all other work performed by the Department of Administration such as, but not limited to: the review of plans, specifications, and independent agency reports, and quality control evaluation, a fee of Fifteen Dollars ($15.00) per man hour shall be charged.

FILED
RICHARD L. BRUBACHER
Commissioner of Administration

SEP 5 1974

BY Lola Stenderman
AUTH. SIGNATURE

10 40 a.m.

APPROVED AS TO FORM AND LEGALITY
September 5 1974
WARREN SPANNAUS, ATTORNEY GENERAL
BY Michael R Miller
SPECIAL ASSISTANT ATTORNEY GENERAL

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
SEP 5 - 1974 - 9:45 am
Arlen I. Erdahl
Secretary of State

MoH 1 through 99 Reserved for Future Use.

MoH 100 SCOPE AND DEFINITIONS

MoH 101 Authorization. These rules are authorized by Laws of 1971, Chapter 409, as amended, Laws of 1974, Chapter 273 and established through the rulemaking procedures set forth in Minn. Stat. 1969, Sections 15.0411 to 15.0417, in order to implement, interpret and carry out the provisions of Laws of 1971, Chapter 409, as amended, and Laws of 1974, Chapter 273 relating to Mobile Homes. In the event that these rules differ with the code promulgated by the American National Standards Institute (ANSI A119.1), or the provisions of the National Fire Protection Association and identified as NFPA 501B, these Rules shall govern in all cases.

MoH 102 Enforcement. The Commissioner shall administer and enforce all the provisions of these rules and the code. Any officer, agent or employee of the Department of Administration is authorized to enter any premises where mobile homes are manufactured, sold, offered for sale, parked in any mobile home park in the state, or installed in the state if such installation was made after September 1, 1974. He may examine any records and may inspect any mobile home, equipment or installations to ensure compliance with the provisions of these rules and the code. When it becomes necessary to determine compliance, he may require that a portion or portions of such mobile home be removed or exposed in order than an inspection may be made to determine compliance, or require that ground supports and ground anchors be removed or exposed to make such determination.

MoH 103 Definitions. In addition to the definition contained herein, the definitions in ANSI A119.1 ~~shall apply~~ or NFPA 501B shall apply.

1. Accessory.

   A. A subordinate structure in addition to, or supplementing, a mobile home.

   B. Components which constitute portions or parts of ground support and anchoring systems.

2. Agency, Independent Inspection. An organization, approved by the Commissioner, qualified to review and approve plans and specifications for mobile homes with respect to model, structural, electrical, mechanical and plumbing requirements and in addition evaluate quality control programs and make inspecions.

3. Agency, Listing. An agency approved by the Commissioner which is in the business of listing or labeling and which maintains a periodic inspection program on current production of listed ~~models~~ products, and which makes available at least an annual published report of such listing in which specific information is included that the product has been tested to approved standards and found safe for use in a specified manner.

4. Agency, Evaluation. An organization approved by the Commissioner which is qualified by reason of facilities, personnel, experience and demonstrated reliability to investigate and evaluate mobile homes.

5. Agency, Testing. An organization which is:

   A. Primarily interested in testing and evaluating equipment and installations;

   B. Qualified and equipped for, or to observe experimental testing to approved standards;

   C. Not under the jurisdiction or control of any manufacturer or supplier of any industry;

   D. Makes available a published report in which specific information is included stating that the equipment and installations listed or labeled have been tested and found safe for use in a specific manner; and

   E. Approved by the Commissioner.

MoH 103 cont. next page

MoH 103 cont.

6. Alteration, Construction . The replacement, addition, modification or removal of any equipment or installations which may affect the construction, plumbing, heat-producing or electrical system or the functioning thereof of mobile homes subject to the code.

7. Alteration, Installation. The replacement, addition, modification or removal of any components of the ground support or ground anchoring systems required under the provisions of these rules.

8. Authorized Representative. Authorized representative includes any person, firm or corporation, or employee thereof, approved or ~~hired~~ recognized by the Commissioner to perform inspection services.

9. Code. Code means the standards code promulgated by the American National Standards Institute and identified as ANSI A119.1 or the provisions of the National Fire Protection Association and identified as NFPA 501B, including revisions adopted by the Commissioner.

10. Compliance Certificate, Construction. The certificate provided by the manufacturer or dealer to both the Commissioner and the owner which warrants that the mobile home complies with the code.

11. Compliance Certificate, Installation. The certificate provided by the installer or dealer to both the Commissioner and the owner which warrants that the mobile home complies with these rules.

12. Commissioner. Commissioner means the Commissioner of Administration or his duly authorized representative.

13. Dealer. Dealer means any person, other than a manufacturer who sells three (3) or more mobile homes in any consecutive twelve (12) month period.

14. Installer. Mobile Home installer means any person who, within any consecutive twelve (12) month period, installs for others three (3) mobile homes at site of occupancy by making necessary service connections or attaching support systems or ground anchoring systems.

MoH 103 cont. next page.

MoH 1.03 cont.

15. Installation Instructions. Those instructions provided by the manufacturer accompanying each mobile home detailing the the manufacturer's requirements for ground supports and anchoring systems attachments.

16. Length of ~~vehicles~~ mobile homes. The distance measured from the extreme front to the extreme rear of a mobile home (excluding hitch, coupling, tongue and other attachments).

17. Manufacturer. A person who manufactures mobile homes.

18. Mobile Home. Mobile home means a factory-built structure or structures equipped with the necessary service connections and made so as to be readily movable as a unit or units on its or their own running gear and designed to be a relocatable structure or structures used for any occupancy without a permanent foundation. The phrase "without a permanent foundation" indicates that the support system is constructed with the intent that the mobile home placed thereon will be moved from time to time at the convenience of the owner.

19. Model-Group. Two or more manufacturer-designed mobile homes which constitute one model.

20. Person. This means a person, partnership, corporation or other legal entity.

21. Seal, Construction. Seal means a device or insignia issued by the Commissioner to be displayed on the mobile home to evidence compliance with the code with respect to construction.

22. Seal, Installation. Installation seal means a device or insignia issued by the Commissioner upon application supported by such evidence as the Commissioner deems necessary to establish that the installation seals will be affixed only to those mobile homes where support systems and ground anchoring systems comply with these Rules and the Code.

23. Systems, Construction. An arrangement or method of construction for structural, plumbing, heat-producing, and electrical installations in mobile homes subject to the code.

24. Systems, Ground Support and Anchoring.

A. Support system means any device or combination thereof placed beneath a mobile home at the site of occupancy for the purpose of providing support.

B. Anchoring system means any device or combination thereof connected to a mobile home and designed for the purpose of securing the mobile home to the ground.

MoH 201 SEALS AND CODE COMPLIANCE CERTIFICATES

MoH 201 Requirement for Construction Seals.

1. After July 1, 1972, no person shall:

   A. Sell or offer for sale, in this state, any mobile home manufactured after July 1, 1972,

   B. Manufacture any mobile home, in this state, or

   C. Park any mobile home manufactured after July 1, 1972, in any mobile home park in this state,

   unless the mobile home complies with the code and the Commissioner's revisions thereto, bears a construction seal issued by the Commissioner and is accompanied by a certificate by the manufacturer or dealer, both evidencing that it so complies with the code.

   Mobile homes manufactured prior to July 2, 1972, or bearing the construction seal of a state having reciprocity with the state of Minnesota need not bear a Minnesota construction seal.

2. After July 1, 1972, no person shall alter any mobile home bearing, or required to bear, a construction seal as provided in MoH 201(1), unless said person has complied with MoH 701.

3. Requirement for Installation Seals.

   A. Effective September 1, 1974, no person shall install or connect to any mobile home a ground support or anchoring system, unless such system and installation complies with these rules governing such installation. Such dealer or installer shall affix the installation seal to the mobile home installed in compliance with these rules. Evidence of such compliance shall be supported by the submission to the Commissioner of a certificate of installation compliance. One copy of such certificate will remain in the possession of the mobile home owner.

   B. Incomplete Installation. When climatic conditions interfere with the completion of installation, the dealer or installer will assign an installation seal for the mobile home incompletely installed and notify the Commissioner stating the condition prohibiting the completion of the installation using the form issued by the Commissioner. A copy of this notice shall be provided to the owner. When climatic conditions permit the completion of installation, such installations will be promptly completed and the installation seal affixed to the mobile home. The installation Compliance Certificate shall be provided to the Commissioner and the owner.

MoH 201 cont. next page.

MoH 201 cont.

4. Requirement for Mobile Home Accessory Structure Seal. Effective September 1, 1974, no person shall install or connect to any mobile home bearing, or required to bear, a construction seal, a subordinate structure manufactured after September 1, 1974, in addition to, or supplementing a mobile home unless the accessory structure complies with these Rules and the Code and bears a mobile home accessory structure seal and is accompanied by a certificate by the manufacturer or dealer, both evidencing that it so complies with the code.

MoH 202 1. Acquisition of Construction Seals. Any person, except one altering a mobile home, shall qualify for acquisition of a construction seal by:

A. Obtaining plan approval pursuant to MoH 300 and requesting an inspection of each mobile home constructed pursuant to MoH 400, or;

B. Obtaining plan approval pursuant to MoH 300 and quality control approval pursuant to MoH 500, or;

C. Obtaining certification by an independent agency approved by the Commissioner pursuant to MoH 600.

2. Registration, Dealer and/or Installer. Application for registration shall be on the form issued by the Commissioner supporting such evidence as the Commissioner deems necessary to establish that installation seals issued to such dealer or installer will be affixed only to those mobile homes where the support system and ground anchoring system comply with these Rules and the Code.

3. Acquisition of Installation Seals. Any installer or dealer shall qualify for acquisition of an installation seal by:

A. Applying for registration as a dealer or installer to the Commissioner by making application on the form issued by the Commissioner.

MoH 203 Acquisition of Construction Seals Regarding Alteration. Any person altering a mobile home bearing, or required to bear, a construction seal as provided in MoH 201(2-B) shall qualify for acquisition of a construction seal by requesting an inspection pursuant to MoH 400.

MoH 204 1. Application for Construction Seals. Any person who has met the applicable requirements of MoH 202 shall apply for seals ~~in-the-form-prescribed-in-Appendix-A-of-these-rules-~~ using forms issued by the Commissioner. The application shall be accompanied by the construction seal fee set forth in MoH 902.

A. If the applicant has qualified to apply for construction seals, pursuant to the plan and quality control approval method set forth in MoH 202(B), the seal application shall include the plan approval number and the serial number of each mobile home for which a seal is requested. Multiple mobile homes shall be designated ~~more~~ where applicable. Advance inclusions of the mobile home's serial number may be omitted from the application provided the applicant submits a report of the seal number and serial number of the specific mobile home to which the seal has been assigned. Such report shall be submitted not later than thirty (30) days after the receipt of such seals. A report of any seals not assigned to specific homes within the thirty day period shall be submitted to the Commissioner. When such seals are assigned to specific mobile homes, a report shall be submitted as set forth above.

2. Application for Installation Seals. Any dealer or installer who has met the applicable requirements of MoH 202-2 shall apply for installation seals. The application shall be on forms issued by the Commissioner and the application shall be accompanied by the installation seal fee set forth in MoH 902.

3. Application for Accessory Structure Seals. Any manufacturer of mobile home accessory structures who has met the applicable requirements of MoH 202-1 shall apply for accessory structure seals. The application shall be on the forms issued by the Commissioner and the application shall be accompanied by the accessory structure seal fee set forth in MoH 902.

MoH 205

1. Denial and Repossession of Construction Seals. Should investigation or inspection reveal that a manufacturer is not constructing mobile homes according to plans approved by the Commissioner, and such manufacturer, after having been served with a notice setting forth in what respect the provisions of these rules and the code have been violated, continues to manufacture mobile homes in violation of these rules and the code, applications for new construction seals shall be denied and the construction seals previously issued shall be confiscated. Upon satisfactory proof of compliance such manufacturer may resubmit an application for construction seals.

2. Denial and Repossession of Installation Seals. Should investigation or inspection reveal that a dealer or installer has not installed a mobile home according to these rules and the code, the Commissioner may deny such dealer or installer's application for new installation seals and any installation seals previously issued shall be confiscated. Upon satisfactory proof of modification of such installation bringing them into compliance, such dealer or installer may re-submit an application for installation seals.

3. Denial and Repossession of Accessory Seals. Should investigation or inspection reveal that a manufacturer is not constructing mobile home accessory structures according to plans approved by the Commissioner, and such manufacturer, after having been served with a notice setting forth in what respect the provisions of these rules and the code have been violated, continues to manufacture mobile home accessory structures in violation of these rules and the code, applications for new accessory seals shall be denied and the accessory seals previously issued shall be confiscated. Upon satisfactory proof of compliance such manufacturer may resubmit an application for accessory seals.

MoH 206

1. Seal Removal, Construction. In the event that any mobile home bearing the construction seal is found to be in violation of the code the Commissioner may remove the construction seal after furnishing the owner or his agent with a written statement of such violation. The Commissioner shall not issue a new construction seal until corrections have been made and the owner or his agent has requested an inspection pursuant to MoH 400.

2. Seal Removal, Installation. Should a violation of the rules and regulations regarding installation be found, the Commissioner may remove the installation seal after furnishing the owner or his agent with a written statement of such violation. The Commissioner shall not issue a new installation seal until corrections have been made and the owner or his agent has requested an inspection pursuant to MoH 400.

3. Seal Removal, Accessory Structure Seal. In the event that any accessory structure bearing the accessory structure seal is found to be in violation of the code, the Commissioner may remove the accessory structure seal after furnishing the owner or his agent with a written statement of such violation. The Commissioner shall not issue a new accessory structure seal until corrections have been made and the owner or his agent has requested an inspection pursuant to MoH 400.

MoH 207 1. Placement of Seals, Construction.

A. Each construction seal shall be assigned and affixed to a specific mobile home. Assigned construction seals are not transferable and are void when not affixed as assigned, and all such construction seals shall be returned to, or may be confiscated by, the Commissioner. The construction seal shall remain the property of the Commissioner and may be re-appropriated by the Commissioner in the event of violation of the conditions of approval. Multiple unit mobile homes shall be assigned and bear consecutively serial numbered construction seals.

B. The construction seal shall be securely affixed to the rear of the mobile home on the lower left corner of the exterior wall not less than six inches above the floor line, or on the exterior wall immediately adjacent to the main door, not less than six inches above the floor line. Where the manufacturer elects to place the construction seal on the exterior wall immediately adjacent to the main door of a multiple unit mobile home, consecutively serial numbered construction seals shall be placed on a readily visible location on an exterior wall not less than six inches above the floor line or immediately adjacent to the secondary exit door, or doors.

2. Placement of Seal, Installation. Only one installation seal shall be assigned to a mobile home whether such mobile home consists of one or multiple units. The installation seal shall be placed in a readily visible location adjacent to the primary construction seal.

3. Placement of Seal, Accessory Structure Seal.

A. Each accessory structure seal shall be assigned and affixed to a specific accessory structure. Assigned accessory structure seals are not transferable and are void when not affixed as assigned, and all such accessory structure seals shall be returned to, or may be confiscated by, the Commissioner. The accessory structure seal shall remain the property of the Commissioner and may be re-appropriated by the Commissioner in the event of violation of the conditions of approval. Multiple unit accessory structures shall be assigned and bear consecutively serial numbered accessory structure seals.

B. The accessory structure seal shall be securely affixed in a readily visible location. Where the manufacturer elects to place the accessory structure seal on an opening on the exterior wall of a munitple unit accessory structure, consecutively serial numbered accessory structure seals shall be placed in a readily visible location.

MoH 208

1. Lost or Damaged Seals, Construction.

A. When a construction seal ~~becomes~~ is lost or damaged, the Commissioner shall be notified ~~immediately~~ in writing by the owner. The owner shall ~~specify~~ identify the manufacturer, the mobile home serial number, and when possible, the construction seal serial number.

B. All damaged construction seals shall be promptly returned. Damaged and lost construction seals shall be replaced by the Commissioner with a new construction seal bearing the date of issue of the original construction seal upon payment of the replacement construction seal fee as provided in MoH 902.

2. Lostor Damaged Seals, Installation.

A. When an installation seal is lost or damaged, the Commissioner shall be notified in writing. The notice shall identify the construction seal serial number, the mobile home manufacturer, the manufacturers' serial number and the location of the installation, and where available, the date of installation of the mobile home including the installation seal serial number.

B. Damaged or lost installation seals shall be replaced by the Commissioner upon payment of the installation seal fee as provided in MoH 902.

3. Lost or Damaged Seals, Accessory Structure.

A. When an accessory structure accessory seal is lost or damaged, the Commissioner shall be notified in writing by the owner. The owner shall identify the manufacturer, the mobile home accessory structure serial number, and when possible, the accessory structure seal serial number.

B. All damaged accessory structure seals shall be promptly returned. Damaged and lost accessory structure seals shall be replaced by the Commissioner with a new accessory structure seal bearing the date of issue of the original accessory structure seal upon payment of the replacement accessory structure seal fee as provided in MoH 902.

MoH 209 Return of Seals

1. Construction Seals. When a mobile home manufacturer discontinues production of a model carrying the Commissioner's plan approval, the manufacturer shall, within ten (10) days, advise the Commissioner of the date of such discontinuance and either return all seals allocated for such discontinued model or assign said seals to other approved models.

2. Installation Seals. When a dealer or installer discontinues the installation of mobile homes, he shall notify the Commissioner within ten (10) days of the date of such discontinuance and return all unused installation seals which have been issued to him. Installation seals may not be transferred by any dealer or installer.

3. Accessory Structure Seals. When a mobile home manufacturer of accessory structures discontinues production of a model carrying the Commissioner's plan approval, the manufacturer shall, within ten (10) days, advise the Commissioner of the date of such discontinuance and either return all seals allocated for such discontinued accessory structure model or assign said seals to other approved accessory structure models.

MoH 210 Compliance Certificate.

1. Construction. A manufacturer or a dealer shall provide the Commissioner with a ~~eede~~ construction compliance certificate in addition to the certificate required in MoH 201. ~~All eede~~ construction compliance certificate forms shall be ~~in the form prescribed in Appendix A of these rules~~ issued by the Commissioner.

2. Installation. A dealer or installer shall provide the Commissioner with a installation compliance certificate in addition to the certificate required in MoH 201. The installation compliance certificate shall be issued by the Commissioner.

3. Accessory Structure Compliance Certificate. A manufacturer or dealer shall provide the Commissioner with an accessory structure compliance certificate required in MoH 201. Accessory structure compliance certificates forms shall be issued by the Commissioner.

MoH 211 Mobile Home Identification.

1. Each mobile home subject to the code shall bear a legible identifying serial number which shall be prefaced by the letter "S". Each mobile home shall also bear a separate identification which shall include the date of manufacture, uncoded, and where applicable, the plan approval number.

2. The identification shall be stamped in a visible location on the mobile home tongue, or on the front frame crossmember so located to be visible at all times, or shall have both identifications shown on a tag not less than three inches by one and three-fourths inches in size, 0.020 inch thick, etched brass, stainless steel, anodized or alclad aluminum or other approved material, with lettering not less than one-eighth inch in height. The tag shall be permanently attached on the exterior wall, adjacent to the main door, not less than six inches above the floor line.

3. Each unit of a multiple mobile home shall have the same identifying serial number, except that the serial number of the primary, or left (road) side unit shall be followed by a "U". The serial number of the first connecting unit shall be followed by an "X" and an additional "X" shall be added for each succeeding unit.

MoH 212 Accessory Structure Identification.

1. Each accessory structure subject to the code shall bear a legible identifing serial number assigned by the manufacturer.

2. The identification shall be stamped on the front of the structure so located as to be readily visible after installation, or on a permanent tag as permitted in MoH 211-2.

MoH 213 Accessory Components Identification.

1. Each component shall bear a permanent legible identifying symbol or mark assigned by the manufacturer.

2. The identification shall be located so as to be readily visible after the component is installed.

MoH 300 ~~Plan Approval~~ Submissions for Approval.

MoH 301 1. Plans Required, Construction. To obtain plan approval a manufacturer shall submit plans for a model or model group and for structural, electrical, mechanical and plumbing systems. ~~All plans shall be submitted on sheets 8-1/2 X 11" or multiples thereof.~~

2. Plans Required, Installation. Manufacturers shall obtain approval of installation systems separately submitted and identified from any other required submission. Installation plan submission is required from all manufacturers without exception. This requirement is mandatory notwithstanding any provisions of MoH 602 or MoH 801.

3. Plans Required, Accessory Structures. To obtain plan approval a manufacturer shall submit plans for an accessory structure model or model group and for structural, electrical, mechanical and plumbing systems, where such systems are involved in the construction.

MoH 302 Application for Model Group Approval.

1. An application ~~in the form prescribed in Appendix A of these rules~~ specifying:

   A. Name and address of manufacturer

   B. Location of plant where manufacture will take place

   C. Identification of plans, specifications or other documents being submitted.

   D. Identification of approved quality control procedures and manual

2. ~~Two copies of plans and specifications showing~~: Submissions of required plans and specifications shall be in duplicate and shall include, but not be limited to, the following:

   A. A dimensioned floor plan(s)

   B. Proposed use of rooms and method of light and ventilation

   C. Size, type and location of windows and exterior doors.

   D. Type and location of all appliances and fixtures

   E. Type and location of plumbing, drain, water, gas and electrical connections

   F. Type and location of all electrical outlets (receptacle and lights)

   G. Number of outlets and appliances on each circuit and circuit rating.

3. Notwithstanding any provisions of MoH 602 or MoH 801, separate submission, in duplicate, for prior approval by the Commissioner for any mobile home construction for any permitted occupancy, other than dwellings, must be submitted before construction is started.

   A. The Commissioner, upon such application, shall evaluate any required documents to determine whether any Minnesota State Agency has building requirements that may be peculiar to such Agency requirements. Minnesota Mobile home construction seals shall not be affixed to any mobile structure until approval has been granted.

MoH 303-A Application for Ground Support and Anchoring Systems Approval.

1. All manufacturers shall submit plans, structural details, specifications and, where required, engineering calculations in such detail as is necessary for evaluation and approval of ground support and anchoring systems.

2. Approval of Ground Support and Anchoring Systems is required from all manufacturers notwithstanding provisions of MoH 602 or MoH 801.

3. Submissions for approval shall include, but not be limited to:

   A. Ground support consisting of one of the following:

      1. Engineered on grade support systems

      2. Other approved systems

      3. Foundations installed in conformance with the State Building Code.

         a. Piers, posts or isolated footings extending below the frost line

         b. Continuous perimeter foundations extending below the frost line.

   B. Materials specified.

      1. Wood supports in contact with the ground shall be pressure impregnated in accordance with Uniform Building Code Standard 25-12.

      2. Concrete, where used, shall have a minimum compressive strength of 2000 P.S.I. and be in conformance with Uniform Building Code Standard 26-11.

      3. Masonary units, where used, will be in accordance with Uniform Building Code Standards 24-4 and 24-5.

   C. Ground Anchoring Systems.

      1. Submission for approval and registration for components which constitute portions or parts of ground support and anchoring systems by the manufacturer shall clearly indicate compliance with the requirements of NFPA 501B - ANSI A119.1 - "Structural Design Requirements."

Existing mobile homes, guidelines for dealers and installers.

1. Mobile homes constructed prior to the effective date of the requirements of these rules and the Code. If such mobile homes are installed after September 1, 1974, may be installed in conformance with the following guidelines:

   A. Over-the-top tiedowns, where used, shall be positioned at each end wall of the mobile home. Others, if needed, may be positioned between them at stud and rafter locations. Care shall be taken to space the frame ties and over the top tiedowns evenly.

   B. Either steel cable or steel strapping can be used for ties. All ties shall be fastened to ground anchors, as described in Section 3, below, and drawn tight with galvanized turnbuckles or yoke-type fasteners and tensioning devices. Turnbuckles shall be ended with jaws or forged or welded eyes. Turnbuckles with hook ends are not approved.

   C. All cable ends shall be secured with at least two U-bolt-type cable clamps or other fastening device as approved by the enforcing officials.

   D. Cables used for tiedowns shall be either galvanized steel or stainless steel having a breaking strength greater than 4,800 pounds. Cable shall be either 7/32" diameter or greater (7X7) steel cable or 1/4" diameter or greater (7X19) aircraft cable.

   E. When flat steel straps are used for tiedowns, they must be in accordance with Federal Specification QQ-S-781; that is, 1 1/4" X.035", Type 1, Class B Grade 1, with a breaking strength of at least 4,750 pounds.

   F. Steel straps used for ties must terminate with D-rings, bolts, or other fastening devices which will not cause distortion of the band or reduce its breaking strength.

   G. Sharp edges of the Mobile Home that would tend to cut the cable or strap must be protected by a suitable device to prevent cutting when the Mobile Home is buffeted by the wind. Likewise, special adapters must be installed to prevent the cable or strap from damaging the Mobile Home.

MoH 303-B cont. next page

H. Connection of the cable frame tie to the I-beam (or other shape) main structural-frame member should be by a 5/8" drop-forged closed eye bolted through a hole drilled in the center of the I-beam web. A washer, or equivalent, should be used so that the beam is sufficiently reinforced around the hole. If steel-strap ties are used, care should be exercised to ensure that minimum bending radius is adhered to so that the breaking strength of the strap is not reduced.

I. Frame ties should connect the anchor and the steel I-beam (or other shape) main structural-frame member which runs lengthwise under the Mobile Home. Frame ties SHOULD NEVER BE CONNECTED to any of the steel outrigger beams which fasten to and intersect the main I-beams at right angles. The outriggers do not have adequate strength to resist the frame-tie loadings during high winds.

MoH 304. Application for Systems Approval. A manufacturer of mobile homes may make application to the Commission for systems design approval prior to construction, which may be referenced on subsequent plans submitted pursuant to MoH 302. The following letters shall be used on plans to designate typical systems: Structural ... "S"; Electrical ... "E"; Mechanical ... "M"; Plumbing ... "P".

1. General Requirements

A. An application in ~~the form prescribed in Appendix A of these rules~~ letter form including the following:

1. Manufacturer's code number, if assigned

2. Plant location where manufacture is contemplated

3. List of plans and specifications.

4. Identification of model group to which systems apply and model group approval number, if assigned

5. Reference to quality control approval or submission for plant where construction is contemplated.

B. Dimensioned drawings and specifications which clearly indicate the nature and extent of the work proposed.

C. Two copies of all documents

2. Structural Requirements.

A. All necessary cross sections

B. Floor, wall, ceiling and roof construction details

C. Typical connections

D. Design loads

E. Grade or quality of materials

F. List of all applicable approvals

G. Substantiating calculations or test results where required.

MoH 304 cont. next page.

H. Where it is necessary to substantiate any structural design or method of construction, calculations and supporting data, signed by a licensed architect or registered engineer, shall be submitted to the Commissioner.

I. The load bearing capacity of elements or assemblies may be established either by calculations in accordance with generally established principles of engineering design or by tests acceptable to the Commissioner. When the composition or configuration of elements, assemblies or details of structural members are such that calculations of their safe load carrying capacity and basic structural integrity cannot be accurately determined in accordance with generally established principles of engineering design, structural properties of such members or assemblies may be established by the results of tests acceptable to the Commissioner.

3. Electrical Requirements. Complete electrical specifications.

   A. Type and size of feeder assembly

   B. Voltage and amperage of branch circuit panelboard

   C. Branch circuit identification, amperage or overcurrent protection device, wire size and type.

   D. Voltage and amperage of fixed appliances

   E. Calculations as specified in the code

   F. A complete schematic of the electrical system including equipment

4. Mechanical Requirements. Plan may be to scale or schematic, and must show:

   A. Description of all materials, appliances, fittings, pipe, tubing, vents and ducts

   B. Btuh input rating of all fuel-burning appliances

   C. Size of openings for combustion air except where an integral part of an approved appliance

   D. Type(s) of fuel

MoH 304 cont. next page.

E. Diameter and type of pipe and tubing, including method of calculating the system

F. Size and location of liquid fuel tanks and LPG cylinders

G. Size, location and construction of fuel storage compartments

H. Vertical clearances between range burners and combustible materials and methods of protection where required

I. Size, length, type and location of vents and vent connectors

J. Type, maximum free area and location of circulating air supply inlet

K. Minimum free area and location of all air openings

L. Type, maximum dimension and guage of air ducts

M. Certification that heating facilities for mobile homes comply with the code.

5. Plumbing Requirements. Plan may be to scale or schematic, and must show:

A. Description of all materials, fixtures, fittings, pipe, tubing, shower stalls and walls

B. Diameter and type of pipe and tubing and length of three-eighths inch O.D. tubing and all trap arms

C. Size and type of fittings

D. Grade of drainage piping

E. Method of securing all piping.

MoH 305 Equipment and Systems. The Commissioner may approve equipment and installations which are ~~accepted by an approved testing or listing agency.~~ approved by a recognized testing agency. Equipment and installations not ~~accepted~~ approved by a recognized testing agency may be approved by the Commissioner when he determines such equipment and installations comply with the code.

MoH 306 Approval and Alternatives and Equivalents. Any construction, equipment or installations may be submitted to the Commissioner for approval as an alternate or equivalent method. ~~Requests for the Commissioner's approval of alternates and equivalents shall be submitted in the form prescribed in Appendix A of these rules.~~

MoH 307 Non Conforming ~~Application and Plans~~ Plans, Specifications and Supporting Data. Should the ~~application and plans~~ plans, specifications, and supporting data not conform with these rules and the code, the applicant shall be so notified in writing by the Commissioner. Should the applicant fail to submit corrected ~~application and plans~~ information in accordance ~~with the information supplied on the plan correction notice within ninety (90) days of such notice~~ with the Commissioner's request, the application will be deemed abandoned and all fees due will be forfeited to the state. Additional submissions shall be processed as new applications.

MoH 308 1. Evidence of Commissioner's Approval - Construction. Approved construction plans and specifications shall be evidenced by the stamp of approval of the Commissioner. An approved copy of the plans and specifications shall be returned to the manufacturer. An approved copy shall be retained at each place of manufacture.

2. Evidence of Commissioner's Approval - Accessories, including Ground Support and Anchoring Systems. Approved plans and specifications shall be evidenced by the stamp of approval of the Commissioner, and the assignment of an approval number to evidence such approval. Installation instructions shall be supplied by the manufacturer and shall reference the Minnesota approval number identifying the approved accessory.

MoH 309 1. Construction Plan Approval Expiration. A plan approval for construction shall expire ~~sixty-(60)-days-after~~ at such time the Commissioner adopts revisions to the construction code under which said plans were approved unless the manufacturer submits evidence to the Commissioner establishing that said plans are in compliance with the code as revised.

2. Ground Support and Anchoring Systems Approval Expiration. Approval of ground support and anchoring systems shall expire at such time the Commissioner adopts revisions to requirements under which approval was granted unless the manufacturer submits evidence to the Commissioner establishing that said plans are in compliance with the code as revised.

MoH 310 1. Changes to Approved Construction Plans. Where the manufacturer proposes changes in approved construction systems, two sets of supplemental detailed plans and specifications of such changes shall be submitted to the Commissioner for plan review and comparison. When such supplemental details do not constitute a new model, the supplement will be filed with and become a part of the existing plan approval. Where the supplemental details constitute a model change, application for plan approval is to be processed pursuant to MoH 302. A model designation may be changed or added by filing an amended application.

2. Changes to Approved Ground Support and Anchoring Systems. Where the manufacturer proposes changes to approved systems, two sets of supplemental details shall be submitted to the Commissioner for review and approval. Approved changes will be reflected in the approval number identification previously assigned by the Commissioner.

MoH 400 INSPECTIONS

MoH 401 Inspection Requests. Any person manufacturing mobile homes or any person selling, offering for sale or parking any mobile home in any mobile home park in the state, or any dealer or or installer of mobile homes, may request the Commissioner to make an inspection of any mobile home manufactured after July 1, 1972, if said person holds title to the house to be inspected. Additionally, any person holding title to the mobile home may request inspection of the ground support and anchoring system. Inspection requests should be ~~in the form prescribed in Appendix A of these rules~~ made on "Application for Inspection", forms available from the Commissioner In connection with requested inspections, the Commissioner may require plans, specifications, calculations and test results.

MoH 402 Action after Requested Inspection. If the mobile home inspected meets the requirements of the code, plan approval has been obtained and all applicable fees have been remitted, the applicant may apply for a construction seal. If the requested inspection was to determine compliance with respect to ground support and anchoring requirements and all applicable fees have been remitted, the applicant may apply for an installation seal.

MoH 403 Other Inspections. In addition to making inspections on request, the Commissioner shall make periodic inspections of the facilities of persons who are subject to the code, and these rules.

MoH 404 Notice of Violations. When an inspection reveals that a mobile home is in violation of the code, or these rules, the Commissioner shall serve upon the owner or his agent a notice specifying the violation(s). An owner or agent so served shall not move said mobile home from his premises until such time as the Commissioner determines that the mobile home has been brought into compliance with the code, and these rules.

MoH 500

MoH 501 Procedure. To obtain quality control approval for a manufacturing facility, a manufacturer shall submit a quality control manual pursuant to MoH 501-1 and consent to investigations and inspections at reasonable hours by the Commissioner for field verification of satisfactory quality control.

1. Applications for approval of quality control manuals shall contain the following:

   A. An application ~~in-the-form-prescribed-in-Appendix-A-of these-rules~~ in letter form to be accompanied by two copies of the quality control manual containing those items required by MoH 501 (1-B).

   B. An outline of the procedure which will direct the manufacturer to construct mobile homes in accordance with the approved plans specifying:

      1. Scope and purpose
      2. Receiving inspection procedure for basic materials
      3. Material storage and stock rotation procedures
      4. Types and frequency of product inspection
      5. Sample of inspection control form used
      6. Major pieces of production equipment
      7. Assignments, experience and qualifications of quality control personnel
      8. Test equipment
      9. Control of drawings and material specifications
      10. Test procedures
      11. Record keeping procedures.

2. Where the manufacturer proposes changes to the quality control manual, two copies of such changes shall be submitted to the Commissioner for approval.

MoH 600 INDEPENDENT INSPECTION AGENCIES

MoH 601 Qualifications for Approval. The certification and registration of an ~~independent~~ agency shall not be ~~accepted~~ issued until said agency has received the Commissioner's approval. To obtain approval and become registered an ~~independent~~ agency shall submit ~~an application~~ to the Commissioner an application on the form issued by the Commissioner ~~accompanied by written materials evidencing that said agency is~~ to include the following stating that said agency is:

1. Not under the jurisdicition or control of any manufacturer or supplier of an industry

2. Professionally competent to determine that a mobile home is in compliance with the code by:

   a. Inspecting mobile homes

   b. Reviewing plans and specifications

   c. Evaluating quality control procedures.

3. ~~Qualified to submit all~~ To report findings regarding code compliance in a detailed reports to the Commissioner as requested.

4. Submit registration fees as required in MoH 904 (2).

MoH 602 Upon certification by an approved registered independent agency pursuant to these rules and the code, a manufacturer may apply for seals under MoH 204.

MoH 502 is deleted in its entirety.

~~Provisional Authority.--A manufacturer who files an application in proper form for quality control approval shall have temporary authority to acquire seals commencing twenty days after the date of filing of the application, unless within such period the Commissioner, by written notice mailed to the manufacturer at the address shown on his application or served upon him personally, shall deny temporary authority and state his reasons for doing so. Such temporary authority shall continue until final determination of the manufacturer's application for quality control approval, or revocation pursuant to MoH 205, whichever shall first occur, and shall empower the manufacturer to affix seals to all models whose plans have been approved and which comply with the Code.--A manufacturer operating under temporary authority is subject to all verification inspections and other requirements imposed upon a manufacturer who has obtained quality control approval.~~

MoH 700 ALTERATIONS MOBILE HOMES

MoH 701 Alteration Application.

1. Any alteration of the construction, plumbing, heat-producing, electrical equipment or installations or fire safety in a mobile home which bears a seal, shall void such approval and the seal shall be returned to the Commissioner.

2. The following shall not constitute an alteration:

   A. Repairs with approved components parts

   B. Conversion of listed fuel-burning appliances in accordance with the terms of their listing

   C. Adjustment and maintenance of equipment

   D. Replacement of equipment in kind.

   E. Accessory.

      1. A subordinate structure in addition to, or supplementing, a mobile home.

      2. Components which constitute portions or parts of ground support and anchoring systems.

3. Any person proposing an alteration to a mobile home bearing a seal shall make application to the Commissioner ~~in-the-form-prescribed-in-Appendix-A-of-these-rules-~~ on the form issued by the Commissioner.

4. Upon completion of the alteration, the applicacant shall request the Commissioner to make an inspection pursuant to MoH 400

5. The applicant may apply for a replacement construction seal upon inspection and approval of the alteration.

6. The applicant may apply for a replacement accessory structure seal upon inspection and approval of the alteration.

MoH 800 RECIPROCITY AND APPEALS

MoH 801 Reciprocity. Upon a showing that another state provides for the sealing of mobile homes upon compliance with standards which are at least equal to those provided in the code, the Commissioner may provide that a construction seal affixed under the authority of such state shall have the same effect as a seal affixed under authority of this state, and thereafter any mobile home which bears the seal of such state shall not be required to bear the seal of this state as provided in MoH 201. The Commissioner may make such reciprocity contingent upon such other granting reciprocal effect to seals affixed under authority of this state.

MoH 802 Appeals. Any person aggrieved by application of these rules may, within thirty (30) days of the time when his grievance arose, appeal to the Commissioner. Upon receipt of a timely appeal and the submission of the appropriate fee pursuant to MoH 903 by appellant, the Commissioner shall review the matter de novo and submit his written findings to appellant.

MoH 900 FEES

MoH 901 Form and Remittance. All remittances shall be:

1. In the form of checks or money orders
2. Payable to: Minnesota State Treasurer
3. Addressed to: State of Minnesota, Building Code Division
   408 Metro Square Building
   7th and Robert Streets
   St. Paul, Minnesota 55101

MoH 902 Mobile Home Construction Seal Fees, Ten Dollars $10.00) per seal. Replacement seals, ~~one-dollar-and-fifty-cents-($1.50)~~ Three Dollars ($3.00) per Seal.

Mobile Home Installation Seal Fees, Three Dollars ($3.00) per Seal

Mobile Home Accessory Structure Seal Fees, Ten Dollars ($10.00) per Seal. Replacement Seals Three Dollars ($3.00) per Seal.

MoH 903 Appeal fee, Twenty Dollars ($20.00).

MoH 904 is deleted in its entirety and the following inserted in lieu thereof:

MoH 904 ~~Other Fees.--For all other work performed by the Department of Administration such as, but not limited to: the review of plans, specifications, and independent agency reports, and quality control evaluation, a fee of Fifteen Dollars ($15.00) per man hour shall be charged.~~

MoH 904 Annual Registration and Certification Fees.

1. Dealer and/or Installer. Effective September 1, 1974, a registration fee of Ten Dollars ($10.00) will be required. Effective January 1, 1975 this registration fee will be required annually thereafter.

2. Independent Inspection Agencies. Effective January 1, 1975, an annual registration and certification fee of Seventy Five Dollars ($75.00) will be required and renewed annually thereafter.

3. Manufacturers of Components and/or Systems, and Ground Support and Anchoring Systems for Mobile Homes. Effective September 1, 1974, a registration fee of Ten Dollars ($10.00) will be required. Effective January 1, 1975, this registration fee will be required annually thereafter.

MoH 905 Other Fees. For all other work performed by the Department of Administration such as, but not limited to: the review of plans, specifications, and independent agency reports, and quality control evaluation, a fee of Fifteen Dollars ($15.00) per man hour shall be charged.

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE

COMMISSIONER OF ADMINISTRATION

In the Matter of the Proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Home Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

ORDER ADOPTING RULES

The above-entitled matter came on for hearing before the Commissioner of Administration of the State of Minnesota on the 21st day of May, 1974 at 8:01 a.m. in the Holiday Inn, St. Paul, Minnesota, after proper notice required by Minnesota Statute 1971, Section 15.0412,Subdivision 4 was served upon all persons, associations and other interested groups registered with the Secretary of State for that purpose.

After affording interested persons an opportunity to present written and oral data, statements and arguments, having heard all of the testimony, having considered all of the evidence adduced and upon the records, files, and proceedings herein, and applicable statutory standards or criteria, and having confirmed the need for the above captioned rules:

NOW,THEREFORE IT IS ORDERED that this rule identified as the adoption of Mobile Home Construction Standard, ANSI A119.1 - 1974 Edition and amendments to the Mobile Home Rules and Regulations pursuant to Laws of 1974, Chapter 273 is adopted this 22 day of August, 1974 pursuant to the authority vested in me by Minn. Stat.1971 - Section 327.33, Subdivision 3.

Mobile Home Construction Standard, American National Standards Institute A119.1 - 1974 Edition

Mobile Home Rules and Regulations

MoH 100 - Scope and definition;

MoH 101 - Authorization of implementation of these Rules and Regulations;

MoH 102 Enforcements of the provisions of these rules and the Code;

MoH 103 Definitions contained in the Mobile Home Rules and Regulations;

MoH 201 Requirements for Mobile Home Construction Seals, requirements for Mobile Home Installation Seals and requirements for Mobile Home Accessory Structure Seals;

MoH 202 Acquisition of Mobile Home Construction Seals, Dealer and/or installer registration, acquisition of Mobile Home Installation Seals;

MoH 203 Acquisition of Mobile Home Construction Seals regarding alteration;

MoH 204 Application for Mobile Home Construction Seals, application for Mobile Home Installation Seals, application for Mobile Home Accessory Structure Seals;

MoH 205 Denialand Repossession of Mobile Home Construction Seals, Mobile Home Installation Seals, Mobile Home Accessory Structure Seals;

MoH 206 Seal Removal: Mobile Home Construction Seals, Mobile Home Installation Seals, Mobile Home Accessory Structure Seals;

MoH 207 Placement of Mobile Home Construction Seal, Mobile Home Installation Seal, Mobile Home Accessory Structure Seal;

MoH 208 Lost or damaged Mobile Home Construction Seals, Mobile Home Installation Seals, Mobile Home Accessory Structure Seals;

MoH 209 Return of Mobile Home Construction Seals, Mobile Home Installation Seals, Mobile Home Accessory Structure Seals;

MoH 210 Mobile Home Construction Compliance Certificates, Mobile Home Installation Compliance Certificates, Mobile Home Accessory Structure Compliance Certificates;

MoH 211 Mobile Home Identification;

MoH 212 Accessory Structure Identification;

MoH 213 Accessory Component Identification;

MoH 300 Submissions for approval;

MoH 301 Required plans for Mobile Home Construction, Mobile Home Installation, Mobile Home Accessory Structure;

MoH 302 Application for Model Group approval; requirements for submission of plans and specifications;

MoH 303-A Application for ground support and anchoring systems approval; requirements for submission of plans and specifications;

MoH 303-B Guidelines for dealers and installers for existing Mobile Homes;

MoH 304 Application for systems approval; general requirements, structural requirements, electrical requirements, mechanical requirements, plumbing requirements;

MoH 305 Approval of equipment and systems;

MoH 306 Approval of alternatives and equivalents;

MoH 307 Nonconforming plans, specifications and supporting data;

MoH 308 Evidence of Commissioner's approval: Mobile Home Construction plans and specifications; Mobile Home Accessory Structures including ground support and anchoring systems;

MoH 309 Plan approval expiration for Mobile Home Construction plans and ground support and anchoring systems;

MoH 310 Changes to approved Mobile Home construction plans and ground support and anchoring systems;

MoH 400 Inspections;

MoH 401 Inspection requests of any mobile home manufacturer after July 1, 1972;

MoH 402 Action taken after requested inspection;

MoH 403 Other inspections i.e. periodic inspections of the facilities of persons subject to the Code and these Rules;

MoH 404 Notice of Mobile Home violations;

MoH 500 Quality Control Approval;

MoH 501 Quality control approval procedure;

MoH 502 Provisional authority deleted in its entirety;

MoH 600 Independent Inspection and Evaluation Agencies;

MoH 601 Qualifications for approval of Independent Inspection and Evaluation Agencies;

MoH 602 Upon Certification by an approved registered Independent Inspection and Evaluation Agency pursuant to these Rules and this Code, a manufacturer may apply for Seals under MoH 204;

MoH 700 Alterations to Mobile Homes;

MoH 701 Alteration application for any Mobile Home construction, plumbing heat-producing, electrical equipment or installations, or fire safety;

MoH 800 Reciprocity and appeals;

MoH 801 Requirements and standards for reciprocity;

MoH 802 Application for appeal;

MoH 900 Fees;

MoH 901 Form and remittance of fees;

MoH 902 Seal fees for Mobile Home Construction Seals, Mobile Home Installation Seals, Mobile Home Accessory Structure Seals;

MoH 903 Appeal fee;

MoH 904 Annual registration and Certification fees for Dealer and/or installer, Independent Inspection and Evaluation Agencies, manufacturers of components and/or systems and ground support and anchoring systems for Mobile Homes;

MoH 905 Other fees.

8-22-74
Date

Richard L. Brubacher
Commissioner of Administration

EXHIBIT A

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE

COMMISSIONER OF ADMINISTRATION

In the Matter of the proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Homes Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

ORDER FOR HEARING

To effectively implement Minn. Stat. 1971, Section 327.31 -327.34 and Laws of 1974, Chapter 273, the Commissioner of Administration deems it necessary to consider adoption of certain Rules to the Mobile Homes Building Code pursuant to the authority vested in the Commissioner by the Statute cited above.

NOW, THEREFORE, IT IS ORDERED this 9th day of April, 1974 that a public hearing on the proposed Rules be held in the Holiday Inn Downtown, 161 St. Anthony Avenue, St. Paul, Minnesota on May 21, 1974, commencing at 8:01 a.m., and continuing until all local governmental units, representatives of associations and other interested groups or persons have had an opportunity to be heard.

IT IS FURTHER ORDERED, that notice of said hearing be given pursuant to the provisions of Minn. Stat. 1971, Section 15.0412, Subdivision 4, and to all representatives of associations or other interested groups or persons who have registered their names with the Secretary of State for that purpose, and all persons who are presently members of the Minnesota Legislature.

STATE DEPARTMENT OF ADMINISTRATION

Richard L. Brubacher

Richard L. Brubacher
Commissioner of Administration

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE

COMMISSIONER OF ADMINISTRATION

In the Matter of the Proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Home Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

NOTICE OF HEARING

Notice is hereby given that a public hearing will be held pursuant to Minn. Stat. 1971, Chapter 327, Section 327.33, Subdivision 3, and Laws of 1974, Chapter 273 in the manner prescribed by Minn. Stat. 1971, Section 15.0412, Subdivision 4, and the Attorney General's Rules thereon. The hearing will be held in the Holiday Inn Downtown, 161 St. Anthony Avenue, St. Paul, Minnesota, commencing at 8:01 a.m., May 21, 1974, and continuing until all local governmental units, all representatives of associations and other interested groups or persons have had an opportunity to be heard concerning the adoption of the proposed rules captioned above by submitting either oral or written data, statements or arguments. Statements or briefs may be submitted without appearing at the hearing.

On the basis of Laws 1974, Chapter 273, the hearing will consider the adoption of the most current edition of the Standards for Mobile Homes, American National Standards Institute A119.1 - 1974, (hereinafter referred to as ANSI A119.1), to replace the Mobile Home Code presently in effect in the State of Minnesota entitled ANSI A119.1 - 1972. The hearing will further consider amendments to Minn. Reg. MoH 100, Rules and Regulations, including ground support and anchoring systems for mobile homes.

Copies of the proposed Rules and Regulations may be obtained by making written request to Herbert W. Meyer, State Building Inspector, 408 Metro Square Building, 7th and Robert Streets, St. Paul, Minnesota 55101. Copies of Chapter 273 and ANSI A119.1 - 1974 are available for inspection at the above mentioned address. Copies of ANSI A119.1 - 1974 may be purchased by making written request to: American National Standards Institute, Inc., 1430 Broadway, New York, N.Y. 10018. Copies of all hearing materials will be available at the door on the date of the hearing.

A copy of the procedural rules for the hearing is attached. Testimony or other evidence to be submitted for consideration should be pertinent to the matter at hand and may be presented either orally or in writing at the public hearing or by mailing a statement to Herbert W. Meyer, State Building Inspector, at the above mentioned address within 20 days following the conclusion of the subject hearing. If the person submitting a statement cannot be present to read his statement at the time of the hearing, the statement will be entered into the record. For those wishing to submit written statement or exhibits, it is requested that at least three (3) copies of such statement, exhibit, or summary be furnished at the hearing. It is suggested that to save time and avoid duplication, those organizations or associations having common viewpoint or interest in these proceedings join together where possible and present a single statement in behalf of such interests.

Richard L. Brubacher

Richard L. Brubacher
Commissioner of Administration

MINNESOTA DEPARTMENT OF ADMINISTRATION

PROCEDURAL RULES FOR HEARING

The purpose of the hearing is to allow interested parties to express their views and present facts bearing upon the proposed regulations. So as to provide for an orderly presentation of evidence, the following rules will be in effect during the hearing specified in the attached Notice of Hearing:

1. Anyone wishing to be heard should indicate by signing the speaking sheet, listing his name, address, and the group which he represents. The speaking sheet will be available at the main entrance to the hearing room. It is requested that each group select one speaker only to present their views.

2. The first time the witness makes a statement he should spell his name and identify the group he is representing. Prior to making any subsequent statements he should state his name and the group which he represents. He may be sworn upon his request but it is not required. If he elects not to be sworn, that may be considered in determining the weight to be given to his testimony.

3. By giving testimony, a witness, including one who may also be a member of the panel, subjects himself to questioning by the panel. However, he is subject to cross-examination by non-members of the panel only if he affirmatively consents to being so examined. A refusal to be cross-examined may be considered in determining the weight to be given to his testimony.

4. All parties interested in introducing any written matter may do so by having it marked as an exhibit and then introduced for the record. Unsworn written matter may be received, but the fact that it is unsworn may be considered in determining the weight to be given it.

EXHIBIT D

STATE OF MINNESOTA

COUNTY OF RAMSEY

In the Matter of the Proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Homes Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

AFFIDAVIT

Herbert W. Meyer, being duly sworn, on oath deposes and says:

1. That he is an employee of the Department of Administration of the State of Minnesota.

2. That on the 9th day of April, 1974 he requested from the Secretary of State's office for the State of Minnesota current list of all representatives of associations and other interested groups or persons who had registered their names with the Secretary of State for the purpose of obtaining notices of public hearings relating to the promulgation of regulations pursuant to Minn. Stat. 15.0412.

3. That on the 11th day of April, 1974, in response to the above request, the Secretary of State provided him with such a list, a copy of which is attached hereto and incorporated by reference.

Further affiant sayeth not.

Herbert W. Meyer

Herbert W. Meyer
State Building Inspector
Minnesota Department of Administration

EXHIBIT F

STATE OF MINNESOTA

COUNTY OF RAMSEY

In the Matter of the Proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Homes Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

AFFIDAVIT OF MAILING

Herbert W. Meyer, being first duly sworn, deposes and says:

That on the 15th day of April, 1974, at the City of St. Paul, County of Ramsey, State of Minnesota, he served the attached Notice of Hearing by depositing in the United States mail at said City of St. Paul, a true and correct copy thereof, properly enveloped, with postage prepaid, to all local governmental units, all persons and associations at the addresses listed on the attached Certificate regarding the Secretary of State, members of the Minnesota Legislature, and other interested individuals.

Herbert W. Meyer

Herbert W. Meyer
State Building Inspector
Minnesota Department of Administration

JEAN MORLEY
Notary Public, Ramsey Co., Minn.
MY COMMISSION EXPIRES
September 30, 1980

Subscribed and sworn to before me
this 12th day of April, 1974

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE

COMMISSIONER OF ADMINISTRATION

In the matter of the Proposed Adoption of American National Standards Institute A119.1-1974 and amendments to Mobile Home Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

APPOINTMENT

Herbert W. Meyer is hereby appointed to serve as hearing officer on behalf of the Commissioner of Administration in the above-captioned matter, said hearing to be held on May 21, 1974 and continue until all representatives of associations or other interested groups or persons have had an opportunity to be heard.

This appointment is made pursuant to Minnesota Statutes 1971, Section 327.34, Subdivision 3.

Richard L. Brubacher

Dated: May 6, 1974

Richard L. Brubacher
Commissioner of Administration

EXHIBIT E

STATE OF MINNESOTA

COUNTY OF RAMSEY

In the Matter of the Proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Homes Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

CERTIFICATE

I hereby certify that the attached 340 labels & 2 sheets constitute the complete list of persons, associations, and other interested groups who as of 8:45 o'clock A M., this 11th day of April, 1974, have requested pursuant to Minn. Stat. 1971, Section 15.0421, that their names be placed on file with the Secretary of State for the purpose of receiving notice of public hearing on proposed rules on the subject captioned above.

Arlen I. Erdahl
SECRETARY OF STATE

Arlen I. Erdahl

By: Gail Dion

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE

COMMISSIONER OF ADMINISTRATION

In the Matter of the Proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Home Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974, Chapter 273

FINDINGS OF FACT

The above entitled matter came on for hearing before the Commissioner of Administration of the State of Minnesota on the 21st day of May, 1974, at 8:01 a.m. in the Holiday Inn, St. Paul, Minnesota, after proper notice required by Minn. Stat. 1971, Section 15.0412, Subdivision 4, was served upon all persons, associations and other interested groups registered with the Secretary of State for that purpose.

After affording interested persons an opportunity to present written and oral data, statements and arguments, having heard all the testimony, having considered all of the evidence adduced and upon the records, files and proceedings herein, I find the following facts and conclusions regarding the adoption of American National Standards Institute A119.1 - 1974 (ANSI A119.1);

The Standards provide:

for increased insulation requirements. This change in insulation requirements will reduce energy consumption used in heating mobile homes.

for mobile home fire warning equipment. This new requirement provides added protection in the form of early warning in the presence of any fire condition.

for the factory installation of devices necessary for securing mobile homes to the ground. This added construction requirements will permit the securing of mobile homes against damage from high winds.

These standards are the same standards proposed to become effective on the same date as those adopted by Iowa and Wisconsin. Adoption by this state will encourage the reciprocal movement of mobile homes constructed to this standard. On the basis of these facts and conclusions, American National Standards Institute A119.1 - 1974 is hereby adopted.

I find the adoption of the American National Standards Institute (ANSI A119.1 - 1974) is necessary and proper to effect appropriate standards for the safety, welfare, security and comfort of occupants of mobile homes. In addition, this Standard is the only nationally recognized standard for mobile homes.

I find the following facts and conclusions concerning the proposed amendments to the Mobile Home Rules and Regulations:

Ground Support and Anchoring Systems:

Laws of 1974, Chapter 273, amendment to the Mobile Homes Building Code requires that Rules and Regulations pertaining to support systems and ground anchoring systems become effective September 1, 1974. Building Code Division personnel have made inspections at mobile home installation sites where extensive wind damage has occurred as a result of high winds in the State of Minnesota. In many cases, the mobile homes involved were improperly supported or were not supported or anchored in any way. Information from insurers of mobile homes reveals that a substantial portion of claims for losses are the result of damage to mobile homes from high winds and that losses where high winds have occurred were reduced by approximately 80 to 90% when mobile homes are properly supported and anchored. Ground support and ground anchoring systems will conform to and act in conjunction with current construction standards to resist damaging wind forces that are inherent to mobile homes and, thus, provide for the safety and welfare of the occupants of mobile homes. MoH 102, 103, 201, 303, 308, 309,310,701.

Registration of Mobile Home Installers:

Laws of 1974, Chapter 273, require that mobile homes be installed in accordance with the Mobile Homes Building Code. One method of insuring proper installation, as provided by Statute, is the issuance of installation seals. However, in order to forestall installation problems, it is also important to communicate with the installers prior to the actual installation work. Through this type of communication, installers of mobile homes may be saved the expense of improper installations. Therefore, the proposed registration program advises the State of persons desirous of doing installation work in such a way that they can be advised of existing code installation requirements and be better able to serve mobile home owners.

Registration of Manufacturers of Components and/or Systems, and Ground Support and Anchoring Systems for Mobile Homes:

Because different ground anchors are required, depending upon the differences in soil conditions, and varying classifications of soil require that configurations of ground anchors be proper for the soil encountered in a particular installation site, these proposed Rules require the registration of Manufacturers of Components and/or Systems, and Ground Support and Anchoring Systems for Mobile Homes. Acceptance of their product is based on soil identification, as well as other pertinent data relating to the manufacture and control of the quality of the product. Such registration allows the Division to evaluate the product with respect to suitability of soil condition throughout the State and assures that the components and/or systems comply with these Rules. MoH 213, 301, 904.

Registration of Independent Inspection Agencies:

Factory monitoring inspections performed by Division personnel have revealed that some recognized agencies have permitted manufacturers to construct non-complying mobile homes and affix a Minnesota Mobile Home Construction Seal. Investigation has shown that more effective control over independent agencies can be achieved through annual re-evaluation of the code compliance construction certification of such agencies. MoH 601, 602, 904.

Accessory Structures:

Communications from municipal building officials and mobile home park owners in addition to manufacturers of accessory structures have indicated the need to certify the construction of accessory structures in order that they may be installed and affixed to a mobile home wherever mobile homes may be installed in the State. Prior to the effective date of these proposed Rules, accessory structures may have been subject to site inspection by local building officials and subject to Rules and Regulations pertaining to pre-fabricated structures. These proposed Rules provide for the certification of mobile home accessory structures as evidence of being a mobile home accessory structure that complies with the mobile home construction standards. I find that certification is necessary and that these proposed Rules effect such certification. MoH 103, 201, 204, 205, 206, 207, 208, 209, 210, 212, 213, 301, 302, 308, 309, 310, 701, 902, 904.

Installation Seals:

Under the Mobile Home Seal Certification Program, only those mobile homes which comply with the mobile home construction standards and these Rules and Regulations may be issued a State of Minnesota Seal evidencing compliance with these Codes and Rules. These proposed Rules provide for the affixation of Mobile Home Installation Seals to those mobile homes installed by a registered mobile home installer in compliance with these proposed Rules. MoH: 103, 201, 202, 204, 205, 206, 207, 208, 209, 210, 401, 402, 403, 404, 902.

Upon reviewing these proposed Mobile Home Rules and Regulations, and on the basis of these facts, I find these proposed Rules and Regulations should be adopted because these amendments provide for reasonable requirements for the administration and enforcement required to assure conformance of required standards for ground support and ground anchors for mobile homes, and find that these proposed Rules are necessary to reinforce and supervise this effort.

8-22-74
Date

Richard L. Brubacher
Commissioner of Administration

EXHIBIT C

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE

COMMISSIONER OF ADMINISTRATION

In the Matter of the Proposed Adoption of American National Standards Institute A119.1 - 1974 and amendments to Mobile Homes Rules and Regulations (Minn. Reg. MoH 100), pursuant to Laws of 1974 , Chapter 273

STATEMENT OF NEED

The above-captioned proposed rules are revisions to the existing Mobile Homes Building Code.

Pursuant to Minn. Stat. 1971, Chapter 327, Section 327.33, Subdivision 3, the Commissioner of Administration may adopt such Rules as may be necessary to administer and enforce Sections 327.31 - 327.34 including such periodic revisions of the Code as he may deem necessary to protect the health and safety of the public. These Rules and Regulations up-date the Mobile Homes Building Code to reflect current national standards of advanced technology in construction and materials to ensure the health and safety of the public.

Further, the Commissioner of Administration may hold public hearings at such times as interested parties petition for revisions to the Mobile Homes Building Code. Pursuant to Minn. Stat. 1971, Section 15.0412, Subdivision 1 and 4, the Commissioner is empowered to promulgate reasonable substantive rules and may also amend rules as is deemed necessary upon a showing of need for the revisions subsequent to a public hearing. Further, the Commissioner of Administration may hold public hearings at such times as interested parties petition for revisions to the Mobile Homes Building Code. The above captioned revisions that fall within the above mentioned conditions are deemed of sufficient importance to warrant consideration through the process of public hearing.

Richard L. Brubacher

Richard L. Brubacher
Commissioner of Administration