

Home is complete: sided, skirted,
tied down, utilities connected
interior trim installed,
steps/rails/landing at each door



Code Official
Inspection is
Complete &
Certificate of
Occupancy is
issued **BEFORE**
home lived in



If Mortgaged:
Final
Appraisal/Bank
Inspection and
Final Draw
release **MUST** be
done **BEFORE**
Move in.



MOVE IN!



X	_____
X	_____

PALMER HOMES 147 RTE 17C WAVERLY, NY 14892 607-565-4535 FAX 607-565-7123

Date: _____ Customer : _____

Address: _____

Electric service
Elec. service: _____
Elec trench: _____
Power Co. bid: _____
Elec. hook up: _____

Septic System
Sewer: _____
septic line: _____

NOTE:USDA/FHA REQUIRE FINAL GRADE, SEED,
& front sidewalk

Excavation: _____

sidewalks: _____

Gutters: _____

Fuel tank: _____

FINAL GRADE: _____

DECK/steps: _____

Eng Print Fee: _____

Driveway: _____

SEED: _____

Dozer to set: _____

Slab: _____

Bldg. permit: _____

Piers: _____

Septic permit: _____

DriveDOT permit: _____
total permits: _____

Tie downs: _____

Garage: _____

Well/Water system
City water tap: _____
Water Line: _____
Water Trench: _____
Press. tank: _____
well: _____
Well pump: _____
TOTAL H2O: _____

Basement/Crawl Foundation
Basement: _____ Crawlspace: _____
Basement walls: _____ finish basemt: _____
Sill Plate: _____ Stairs: _____
Jackposts: _____ Footer: _____
Backfill Basemt: _____ Concrete floor: _____
Dig basement: _____ Stone: _____
Drain: _____ Bilco Door: _____
WINDOWS: _____ DOORS: _____
RADON VENT PA: _____

Total job cost: _____

Palmer Homes General Contractor Site Work Bids

Subcontractor: _____

Subcontr. 2: _____

Subcontr. 3: _____

Subcontr. 4: _____

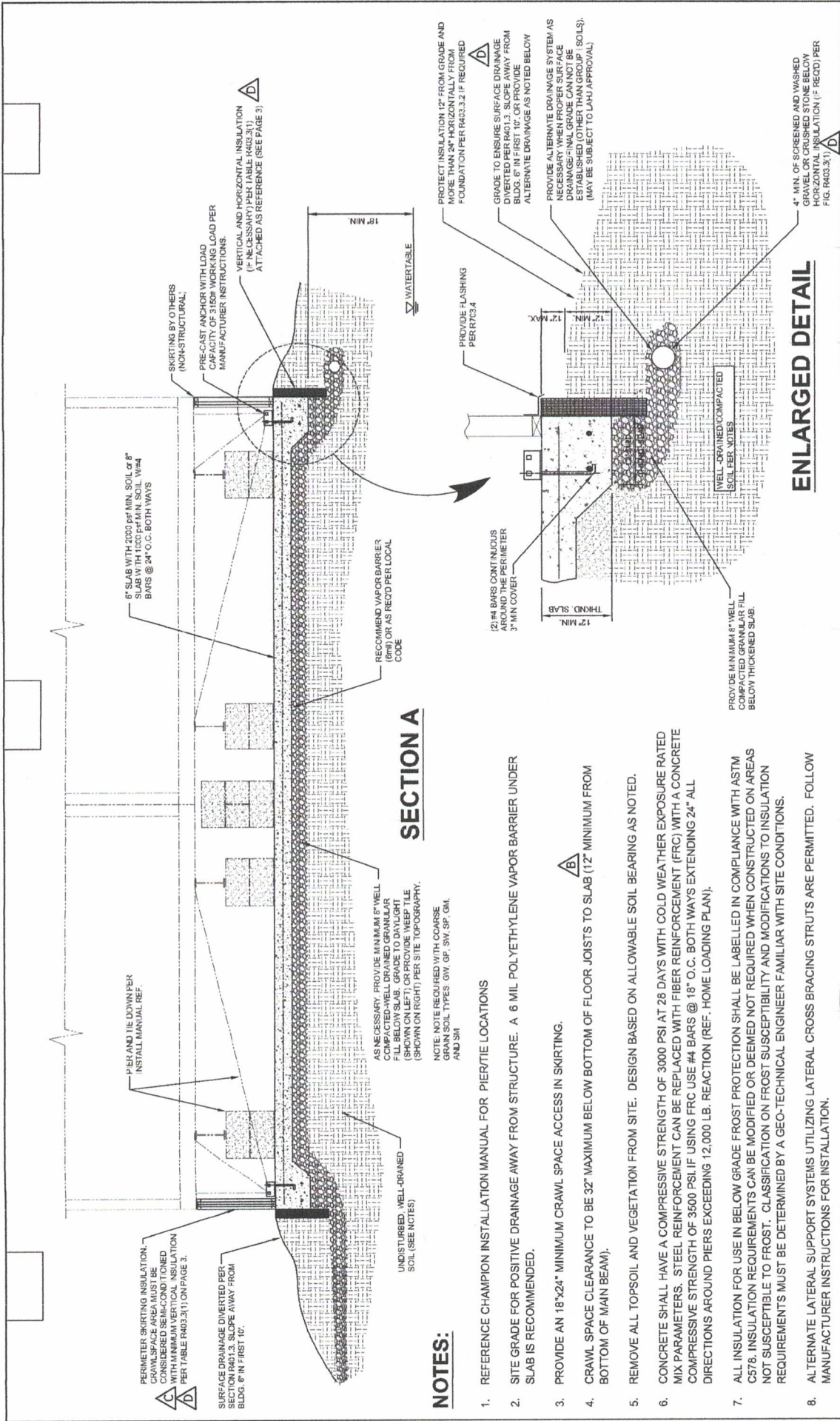
Subcontr. 5: _____

Buyer sign: _____

Co buyer sign: _____

Palmer's sign: _____

Subcontr sign:: _____



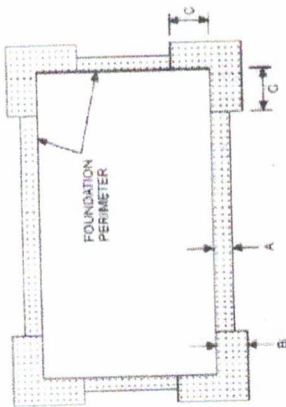
ENLARGED DETAIL

TITLE:	INSTALLATION	DRAWING NO.	IN02.01.02D
FROST FREE SLAB DESIGN (PER NEW YORK AND NORTHEAST REGION IRC)		SHEET:	2 OF 3
DRAWN BY: CHB	DATE: 06/16/15	NO SCALE	
CALC. INDEX NO:			
CHAMPION MANUFACTURED BEAUTIFULLY™ 755 W. BIG BEAVER ROAD, SUITE 1000 TROY, MI 48064 PHONE: 248-614-8200			

DAPIA SEAL	ENGINEER SEAL	MODIFICATIONS	3-23-17 11-5-18 05-06-19 08-26-20
		REV A. REV B. REV C. REV D.	UPDATE CODE REFERENCES UPDATED NOTE 4 UPDATED VERTICAL INSULATION NOTE UPDATED CODE REFERENCES
STATE OF NEW YORK STEVEN C. DAME 096892 LICENSED PROFESSIONAL ENGINEER		PROPRIETARY AND CONFIDENTIAL THESE DRAWINGS AND SPECIFICATIONS ARE ORIGINAL PROPRIETARY AND CONFIDENTIAL MATERIALS OF CHAMPION HOME BUILDERS, INC. COPYRIGHT © 2020 BY CHAMPION	
PFS #02 Conforms to HUD MHCSS 9/4/20		08/26/2020	

NOTES:

1. REFERENCE CHAMPION INSTALLATION MANUAL FOR PIER/TIE LOCATIONS
2. SITE GRADE FOR POSITIVE DRAINAGE AWAY FROM STRUCTURE. A 6 MIL POLYETHYLENE VAPOR BARRIER UNDER SLAB IS RECOMMENDED.
3. PROVIDE AN 18"x24" MINIMUM CRAWL SPACE ACCESS IN SKIRTING.
4. CRAWL SPACE CLEARANCE TO BE 32" MAXIMUM BELOW BOTTOM OF FLOOR JOISTS TO SLAB (12" MINIMUM FROM BOTTOM OF MAIN BEAM).
5. REMOVE ALL TOPSOIL AND VEGETATION FROM SITE. DESIGN BASED ON ALLOWABLE SOIL BEARING AS NOTED.
6. CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 3000 PSI AT 28 DAYS WITH COLD WEATHER EXPOSURE RATED MIX PARAMETERS. STEEL REINFORCEMENT CAN BE REPLACED WITH FIBER REINFORCEMENT (FRC) WITH A CONCRETE COMPRESSIVE STRENGTH OF 3500 PSI IF USING FRC USE #4 BARS @ 18" O.C. BOTH WAYS EXTENDING 24" ALL DIRECTIONS AROUND PIERS EXCEEDING 12,000 LB. REACTION (REF. HOME LOADING PLAN).
7. ALL INSULATION FOR USE IN BELOW GRADE FROST PROTECTION SHALL BE LABELLED IN COMPLIANCE WITH ASTM C578. INSULATION REQUIREMENTS CAN BE MODIFIED OR DEEMED NOT REQUIRED WHEN CONSTRUCTED ON AREAS NOT SUSCEPTIBLE TO FROST. CLASSIFICATION ON FROST SUSCEPTIBILITY AND MODIFICATIONS TO INSULATION REQUIREMENTS MUST BE DETERMINED BY A GEO-TECHNICAL ENGINEER FAMILIAR WITH SITE CONDITIONS.
8. ALTERNATE LATERAL SUPPORT SYSTEMS UTILIZING LATERAL CROSS BRACING STRUTS ARE PERMITTED. FOLLOW MANUFACTURER INSTRUCTIONS FOR INSTALLATION.



IRC 2015 THRU 2024 & 2025 RCNYS FIGURE R403.3(1)

TABLE R403.3(1)—MINIMUM FOOTING DEPTH AND INSULATION REQUIREMENTS FOR FROST-PROTECTED FOOTINGS IN HEATED BUILDINGS^a

AIR- FREEZING INDEX (°F days) ^b	MINIMUM FOOTING DEPTH, D (feet) ^c	VERTICAL INSULATION R-VALUE ^d	HORIZONTAL INSULATION R-VALUE ^e		HORIZONTAL INSULATION DIMENSIONS PER FIGURE R403.3(1) (inches)		
			Along walls	At corners	A	B	C
1,500 or less	12	4.5	Not required	Not required	Not required	Not required	Not required
2,000	14	5.5	Not required	Not required	Not required	Not required	Not required
2,500	16	6.7	1.7	4.9	12	24	40
3,000	18	7.8	6.5	8.6	12	24	40
3,500	18	8.0	9.0	11.2	24	36	60
4,000	18	10.1	10.5	13.1	24	36	60

For 10: 1 inch = 25.4 mm; °C = (°F) - 32/1.8.
 a. Insulation requirements are for perimeter (around) foundations in heated buildings. Greater values could be required to meet energy-conservation standards.
 b. See Figure R403.3(2) for air-freezing index values.
 c. Insulation materials that provide the stated minimum R-value. Insulation systems are to meet the minimum R-value. Insulation systems are to meet the minimum R-value. Insulation systems are to meet the minimum R-value.
 d. Insulation materials that provide the stated minimum R-value. Insulation systems are to meet the minimum R-value. Insulation systems are to meet the minimum R-value.
 e. Insulation materials that provide the stated minimum R-value. Insulation systems are to meet the minimum R-value. Insulation systems are to meet the minimum R-value.

IRC 2015 THRU 2024 & 2025 RCNYS TABLE R403.3(1)

IRC 2021 TABLE R403.3(2) AIR FREEZING INDEX FOR US LOCATIONS BY COUNTY

MARYLAND - ALL COUNTIES 1,500 OR LESS

(SEE IRC TABLE R403.3(2) FOR AIR FREEZING INDEX PARAMETERS IN OTHER STATES)

STATE	AIR FREEZING INDEX (IRC 2015)		
	1500 OR LESS	2000	3000
MASSACHUSETTS	ALL COUNTIES NOT LISTED	BERKSHIRE, FRANKLIN, HAMPSHIRE, WORCESTER	---

IRC 2015 TABLE R403.3(2) AIR FREEZING INDEX VALUES BY MA COUNTY

REFERENCE COMPLETE IRC TABLE R403.3(2) FOR AIR FREEZING INDEX PARAMETERS IN OTHER STATES

STATE	AIR FREEZING INDEX (2025 RCNYS)		
	1500 OR LESS	2000	3000
NEW YORK	ALBANY, BROOKLYN, CAYUGA, COLUMBIA, CORTLAND, DUTCHESS, GENESSEE, KINGS, LIVINGSTON, MONROE, NASSAU, NEW YORK, NIAGARA, ONONDAGA, ONTARIO, ORANGE, ORLEANS, PUTNAM, QUEENS, RICHMOND, ROCKLAND, SENeca, SUFFOLK, WAYNE, WESTCHESTER, Yates	ALL COUNTIES NOT LISTED	CLINTON, ESSEX, FRANKLIN, HAMILTON, HERKIMER, JEFFERSON, LEWIS, ST. LAWRENCE, WARREN

2025 RCNYS TABLE R403.3(2) AIR FREEZING INDEX VALUES BY NY COUNTY

REFERENCE COMPLETE IRC TABLE R403.3(2) FOR AIR FREEZING INDEX PARAMETERS IN OTHER STATES

STATE	AIR FREEZING INDEX (IRC 2018)		
	1500 OR LESS	2000	3000
PENNSYLVANIA	ALL COUNTIES NOT LISTED	BERKS, BLAIR, BRADFORD, CAMBRIA, CAMERON, CENTRE, CLARION, CLEARFIELD, CLINTON, CRAWFORD, ELK, FOREST, HUNTINGTON, INDIANA, JEFFERSON, LACKAWANNA, LYCOMING, MCKEAN, PIKE, POTTER, SUSQUEHANNA, TOGA, WAYNE, WYOMING	---

IRC 2018 TABLE R403.3(2) AIR FREEZING INDEX VALUES BY PA COUNTY

REFERENCE COMPLETE IRC TABLE R403.3(2) FOR AIR FREEZING INDEX PARAMETERS IN OTHER STATES

755 W. BIG BEAVER ROAD, SUITE 1000 TROY, MI 48064
 DRAWING NO.: IN02.01.03
 TITLE: FROST FREE SLAB DESIGN (NORTHEAST REGION)
 (IRC 2015 TO 2024 & 2025 RCNYS)
 SHEET: 3 OF 4
 DATE: 06/16/2015
 DRAWN BY: CORP.
 CALC. INDEX NO.:

MODIFICATIONS		INIT.	DATE
REV	DESCRIPTION		
	(WAS IN02.01.03E)		

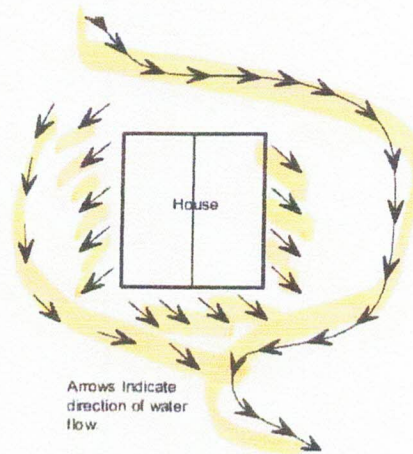
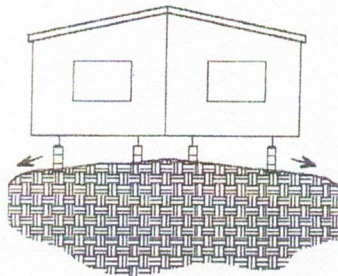
PROPRIETARY AND CONFIDENTIAL
 THESE DRAWINGS AND SPECIFICATIONS ARE ORIGINALS OF CHAMPION HOMES. ANY REPRODUCTION OR USE WITHOUT THE WRITTEN PERMISSION OF CHAMPION HOMES IS PROHIBITED.

- Consider future additions, such as screen rooms, porches, and awnings.
- Site the home away from natural water paths.

STEP 3. CLEAR AND GRADE THE SITE

Trim overhanging foliage considering future growth, potential storms, swaying in wind and snow/ice-weighted branches. Remove organic material such as vegetation, wood, roots, twigs, dead branches, grass, and brush from directly under the home. Remove any debris that could become termite infested from the site and surrounding area. Remove all other debris from the home location, including roots from beneath footing locations. Properly dispose of all items.

Crown the site (**Figure 4**) away from the foundation for the first ten feet with a minimum slope of 1/2 inch per foot. Where property lines, walls, slopes, or other physical conditions prohibit this slope, provide the site with drains, swales, or grading to drain water away from the structure. Any fill required to grade the site should be inorganic "controlled fill" applied in a maximum of four inch layers, compacted between each layer to at least 90% of its maximum relative density. Direct runoff away from the site using ditches and beams (**Figure 5**). If the home will have skirting, start grading from two feet in from the edge of the home.



Site drainage. Moisture under the home can result in structural damage to the floor system and other parts of the home. Failure to provide adequate slope/drainage can result in moisture-related problems such as mold, mildew, and erosion.

Figure 4. Crown the soil under the home to prevent water ponding

Figure 5. Direct runoff away from the home

Grade the ground so that water under porches, decks, and recessed entries flows away from the home. If proper grading is not possible, use other methods such as a drain tile and automatic sump pump system to remove any water that may collect under the home.

Gutters and downspouts. If gutters and downspouts are to be added to the home, the materials used and installation must comply with all state and local codes according to the authority having jurisdiction. Any site built structure that imposes any load to the manufactured home must not exceed the design loads of the home as recorded on the data plate in the home.

Tires, Axles and Hitches. These may or may not be removed. The additional dead weights of these materials should be supported if the tires and axles are left on. The tires, axles and hitches may be retained for future use.

STEP 4. DETERMINE SOIL CONDITIONS

Examine the soil type under the proposed home location to make sure it is suitable for placement of a home. The design of the home's support system, including footing/pier spacing and size, will in part be determined by the bearing capacity of the soil, and if ground anchors are used, by the soil's withdrawal strength.

The soil under every portion of the support system must meet the following criteria:

- The soil must be firm and undisturbed (not previously excavated) or fill compacted

!LOT MUST BELIEVE!

PALMER'S WILL NOT SET

ANY HOME IF THE LOT IS

NOT LEVEL 6" END TO END

OR SIDE TO SIDE

X

CUSTOMER

DATE

X

CONTRACTOR

DATE

X

CUSTOMER

DATE

Contractor's Guidelines for Site Preparation—MUST READ

- **Building Permit:** Acquire from local zoning office. Fees vary by town. An engineered slab design or pier layout will be required & provided by Palmers, we use McElwain Engineering (607) 642-5500. A copy of the floorplan for the home will also be needed. Installation manuals are available online in pdf form and also come with your new home in print.
- **Cable:** Contact local cable company They will run their lines in your trench
- **Phone:** Contact local phone company. They will run their lines in your trench. Phone jacks can be ordered already installed in the home.
- **Electric:** The electric company will be contacted initially by either you or the electrician. They will give you a job number and send an engineer out to see what needs to be done. Normally an electrician is used to install a new electric service. Electric must have a pedestal with meter base and breaker disconnect box installed on it. A trench must be dug from the pedestal to near the service location in the home. Your electrical contractor will connect electric service from the disconnect box into the service box in the home, running the line in the conduit. This will need to be inspected by a certified

electrical inspector before the power company will hook to it. The trench will need to be backfilled. Please have your electrician scheduled to be there the morning after home delivery to hook the electric to the home as Palmer's men need power to finish your home, esp. Drywall homes, where heat is needed.

- **Septic:** New septic systems will need a septic permit. Please discuss with the excavator to see who will be responsible for acquiring the septic permit. Many septic systems now need to be designed by an engineer. Fee may vary for the engineer and will need to be part of your total septic cost. The septic line will need to be run over to and coming up under the home. Please refer to the foundation print for the home for the location of the septic connections. Palmer's men will connect the individual drops together and run over to connect to the connection provided under the home septic contractor/excavator. Ideally the sewer connect would be central between multiple drops and about 2' from slab edge for easy clean out.
- **Well:** Estimate should include the pump and holding/pressure tank installation, as Palmer's does not hook up these. Some use buryable pressure tanks, some build a small in-ground well house, others install a holding tank in the home on a shelf over an electric water heater or in an adjacent closet. If installing in home make sure a drip pan is used.

- **Driveway:** Should have a minimum width of 18' ft and a flare to at least 30' ft at the road for home accessibility. Width of the drive will vary depending on the lay of the land. If coming off a narrow road, flare must be wider. Schedule an inspection with Palmer's driver(s) with questions on accessibility
- **Rough Grading:** Very important to direct surface drainage away from home site. Appropriate drainage pipes should be installed as needed to deter water away from home. Slab and piers should be built on a "turtleback" style mound.
- **Tie downs are required.** Palmer's will provide tie downs at a charge of \$260.00. These will be included on your Purchase Order. We use Oliver System engineered tie down systems. We DRY set these so your mason does not need to prep for these.
- **Ventilation must be provided under the home** if solid skirting material, such as concrete block or treated lumber are used and must be insulated if doing a slab. A minimum of 1 sq. Ft of free air per 1500 sq. Ft of home for locations. Vapor barrier is required under the slab. SEE Manufacturer's installation manual.

- **Grading for concrete slab: Insulation for concrete slab – see installation manual – choice of insulated edge coated with protective material–**

with grading to top of slab after the coating or flashing is applied or insulation under entire slab. Palmers will include z shape flashing if you are buying skirting with the home. Palmer will not hand dig to install flashing. If you are using our flashing to go 6" in ground as the 6" deep foam protection, the edge of slab must be left accessible to install flashing 6" down. Ground must be level where home is then slope away from home.

- **Fuel: fuel provider will need to be contacted for delivery of propane or oil. Propane companies provide the tanks but you would be responsible for providing the oil company with the fuel tank. Used fuel oil tanks should not be used unless it is your tank which has been in use in your trade and you know it is not full of dirt or sediment which will cause your fuel oil furnace to malfunction. Your fuel provider must do hook up of oil or gas. The supplier will do safety tests before lighting appliances. In some cases, natural gas will be hooked up by Palmer's depending on the natural gas company. MAKE sure we know if you have**

NATURAL gas. Propane orifices must be installed by propane company. Your furnace will be ruined if not converted properly.

- **Steps: | set of 3 steps fiberglass with landing and rail are included with your home. You must have stairs at every door per code.**
- **We have tried to come up with these guidelines only as a starting place. Each site is unique and may be easier or more difficult to prepare and should be carefully considered by a qualified contractor.**
- **Thank you for choosing PALMER MANUFACTURED HOMES! We look forward to working with you.**

**Don't forget your
building permit –
before starting any
work please get your
building
permit! Certificate of
Occupancy is required
before moving in.**

Thank you Palmer Homes.

BASEMENT BIDS

Bids must include the following:

- **Stairs to basement from first floor**
- **Sill Plate with bolts countersunk**
- **Jackposts-measure from top of pier-if floor not poured or top of floor if poured- to top of the sill plate and add 1 ½" to determine jackpost height.**
- Dig basement
- Backfill basement
- Basement walls-Height, type, thickness
- Drainage and drains
- Windows and window installation
- Doors/Bilco door
- Radon vent (PA)
- Concrete floor with piers under floor in jackpost locations
- Note if building a modular in PA with truss floors the entire basement ceiling must be firewalled and needs to be included in your basement cost.

Thank You.

Written 12-28-2020

Well Bids

Well bids must include the following:

- Pressure Tank/Holding Tank installed.
- Well pump (including electrical hook up for pump) installed
- Water line from well to home
- Well drilling
- Water line for the well
- Trench for these lines should be included in your excavation bid.

Thank you.

Electrical Bids

Please have your electrical bids to include the following.

POWER COMPANY ESTIMATE

METER BASE

DISCONNECT BOX

CONNECTION TO BREAKER BOX IN HOME run in conduit

Trench for these line should be included in your excavation bid.

Thank you.