

# MANUFACTURED HOME, CARPORT, DECK, SHED, & STAIR IN A PARK

---



City of Newberg City Hall ~ P.O. Box 970 ~ 414 E First Street ~ Newberg, OR 97132 ~ Phone: (503) 537-1240 ~ Fax: (503) 537-1272  
[www.newbergoregon.gov](http://www.newbergoregon.gov)

# Submitting a Permit

---

## SUBMITTAL

- **Permit Application**

Applications are available online at [www.newbergoregon.gov](http://www.newbergoregon.gov) and City Hall.  
Submit an application for the manufactured home and a separate application for carport, deck, shed and stair.
- **Two Construction Plans**

Drawn to scale with dimensions.  
Submit plans for carport, deck, shed, and stair.  
Plan not required for manufactured home submittal.
- **Two Site Plans**

A bird's eye view of the lot showing existing and proposed structures, distance to property lines and other buildings, and elevations.  
See page 3 and 4 for a sample plan and page 5 for requirements.
- **Circle the Space Number on the Park Map and Submit**

See pages 7-15 for park maps.
- **Setbacks**

See page 6 for setback requirements.
- **Fees**

The plan review fee is due at submittal and the remaining fees are due at the time of issuance.  
Sample fee brochure online at [www.newbergoregon.gov](http://www.newbergoregon.gov).

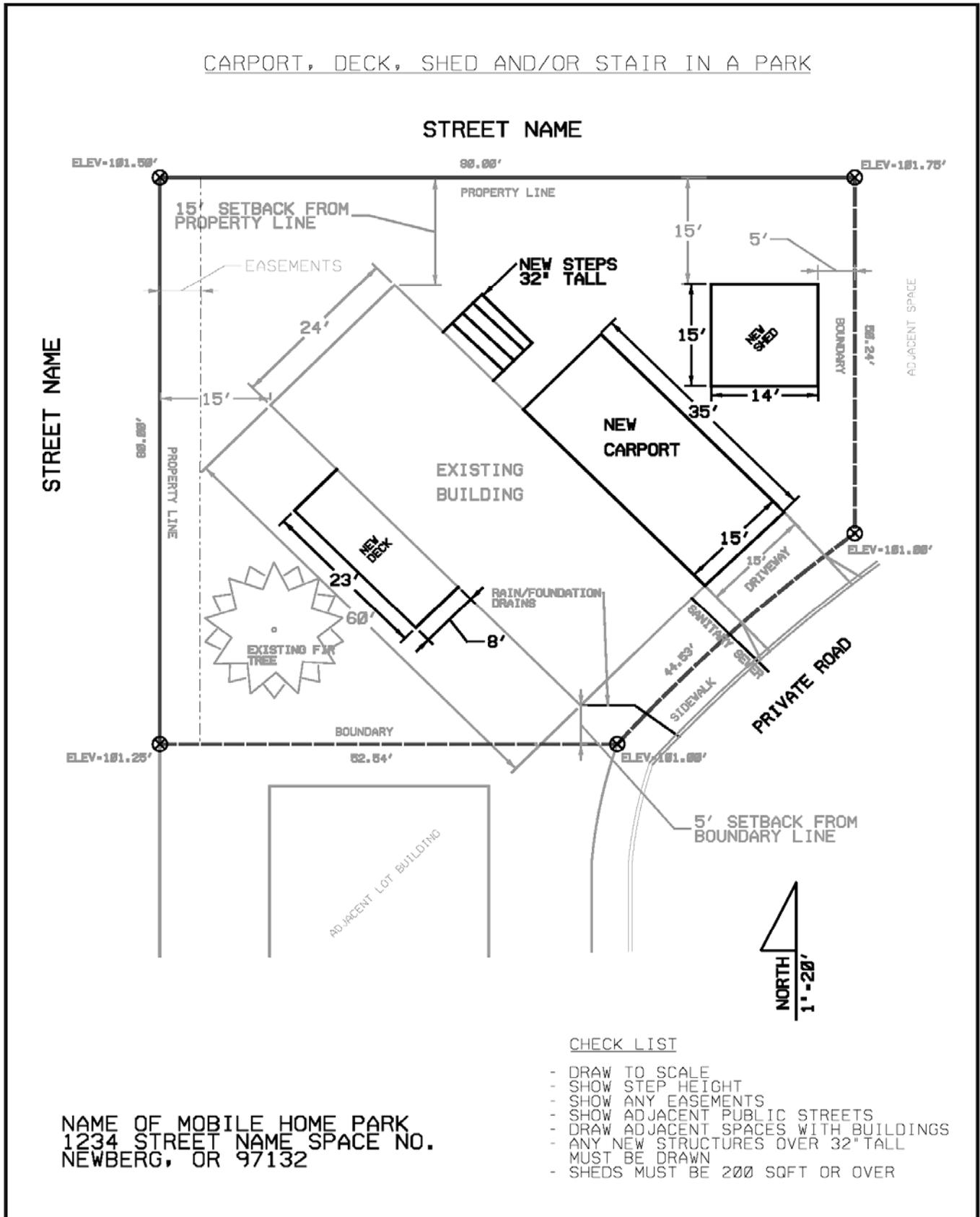
## INSPECTIONS

- **Call (503) 554-7714 for Inspections**

If the permit holder or the permit holders agent fails to call for a setup inspection or causes the under floor area to be enclosed prior to the setup inspection, the permit holder or the permit holder agent shall remove the skirting prior to obtaining an inspection or hire a certified inspector to perform the set up inspection. A copy of the certified inspector's report shall be provided.



# Carport, Deck, Shed, & Stair Sample Plot/Site Plan

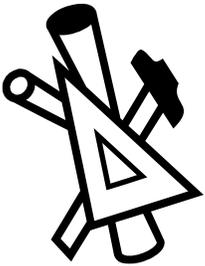


# Plot/Site Plan Requirements

---

The plot/site plan shall include the following items:  
(Not required to be prepared by a professional)

- Location of the carport, deck, shed, and/or stair;
- Approximate elevations at each corner of the lot. If more than 12 inches show contour lines;
- Location of all excavations and fills on the lot;
- Approximate finish grade;
- Streets, easements, lot lines, setbacks, public sidewalks, and existing structures and adjacent spaces existing structures;
- Property lines, applies if you are on the perimeter of the park;
- Site drainage locations for water, sewer, storm and raindrains.



Effective January 1, 1999, Oregon Administrative Rule (OAR) 918-500-0060 requires plot/site plans to be submitted with every manufactured building permit application.

# Minimum Fire Separation Inside Parks

## Building Setbacks - Table 9-A

Minimum Setbacks & Clearances studying	Manufactured Dwellings	Accessory Buildings	Accessory Structures	Garages	Cabanas
Property Line (4)	5 feet (6)	5 feet	5 feet	5 feet	5 feet
Public Street (4)	10 feet	10 feet	10 feet	10 feet	10 feet
Park Street	5 feet	5 feet	5 feet	5 feet	5 feet
Park Sidewalk	2 feet	2 feet	0 feet	2 feet	2 feet
Manufactured Dwelling on Same Lot	Not Permitted (6)	3 feet (3)	0 feet	6 feet (3)	0 feet
Manufactured Dwelling on Adjacent lot	10 feet (7)	6 feet (3)	6 feet (3)	6 feet	10 feet
Building on the Same Property Inside the Park	10 feet (3)	6 feet (3)	6 feet(3)	10 feet (3)	10 feet (3)
Building on Adjacent Properties Outside the Park	10 feet (3)	10 feet (3)	3 feet (3)	10 feet (3)	10 feet (3)
Accessory Buildings (1) on Same Lot	3 feet (3)	3 feet (3)	0 feet	3 feet (3)	3 feet (3)
Accessory Buildings(1) on Adjacent Lot	6 feet	6 feet (3)	6 feet (3)	6 feet (3)	6 feet (3)
Accessory Structures (2), (5) on Same Lot	0 feet	0 feet	0 feet	0 feet	0 feet
Accessory Structures (2), (5) on Adjacent Lot	6 feet (3)	6 feet (3)	6 feet (3)	6 feet (3)	6 feet (3)
Garage (1) on Same Lot	6 feet (3)	3 feet (3)	0 feet	0 feet	6 feet (3)
Garage (1) on Adjacent Lot	6 feet	6 feet (3)	6 feet (3)	6 feet (3)	6 feet
Cabana (1) on Same Lot	0 feet	3 feet (3)	0 feet	6 feet(3)	6 feet (3)
Cabana (1) on Adjacent Lot	10 feet	6 feet (3)	6 feet (3)	6 feet	10 feet

### Notes:

- (1) Accessory buildings include storage sheds and similar structures used in conjunction with manufactured dwellings, but for the purpose of this table only, shall not include garages or cabanas since their fire separations are different.
- (2) Accessory structures include decks, landings, guard rails, hand rails, steps, ramps, awnings, carports, and similar structures used in conjunction with manufactured dwellings, but for the purpose of this table only, shall not include skirting or ramadas since their fire separation requirements are not applicable to this table.
- (3) See Section 9-5.3 of this Chapter for alternate setbacks and clearances. With prior approval from the authority having jurisdiction, those fire separations noted in this table may be further reduced with the use of fire resistive construction according to the prescriptive requirements contained in the Oregon One and Two Family Dwelling Specialty Code.
- (4) Setbacks from perimeter property lines and public streets may be greater than those dimensions shown in this table. See the individual municipalities planning ordinances for further restrictions.
- (5) Setbacks and clearances addressed in this table shall be measured to the exterior wall for the structure and shall not include the eave overhangs except for awnings and carports.
- (6) These noted setbacks and clearances are established by Oregon Revised Statute and shall not be reduced and shall not be given a variance from the authority having jurisdiction.

# Avalon

1500 Sandoz – Zoning: R-2



P:\GIS\_bldg\mobilehomeparks.mxd  
12/01/2006

# Azalea Gardens Mobile Manor

1103 N Springbrook Rd – Zoning: R-2



# Chehalem Mobile Park

211 Old Hwy 99W – Zoning: R-2



# Mountainview Park

2901 E Second St – Zoning: R-2



# Newberg Mobile Park LLC

501 E Illinois – Zoning: R-2



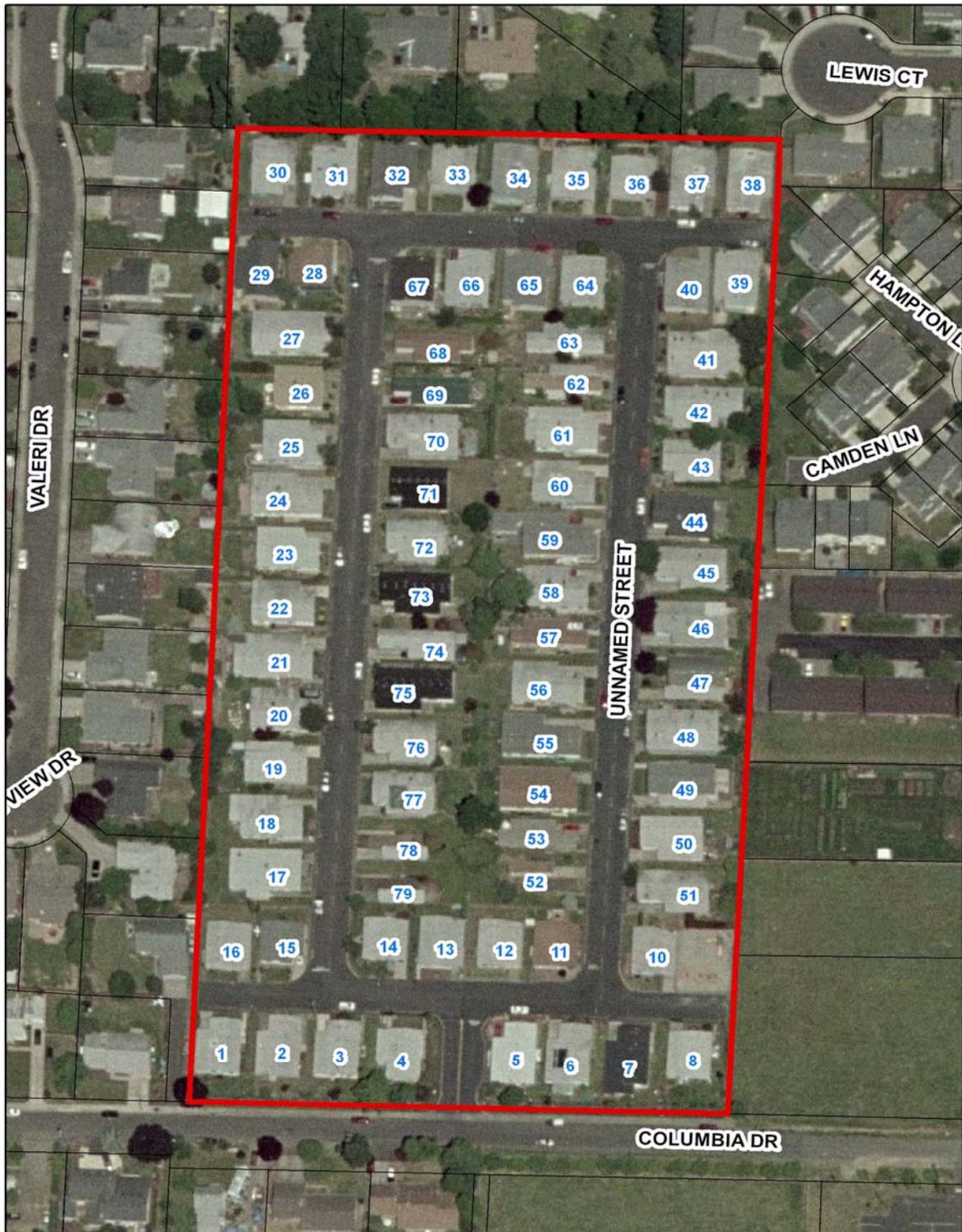
# Nut Tree Ranch Mobile Estates

I 2902 E Second St – Zoning: R-2



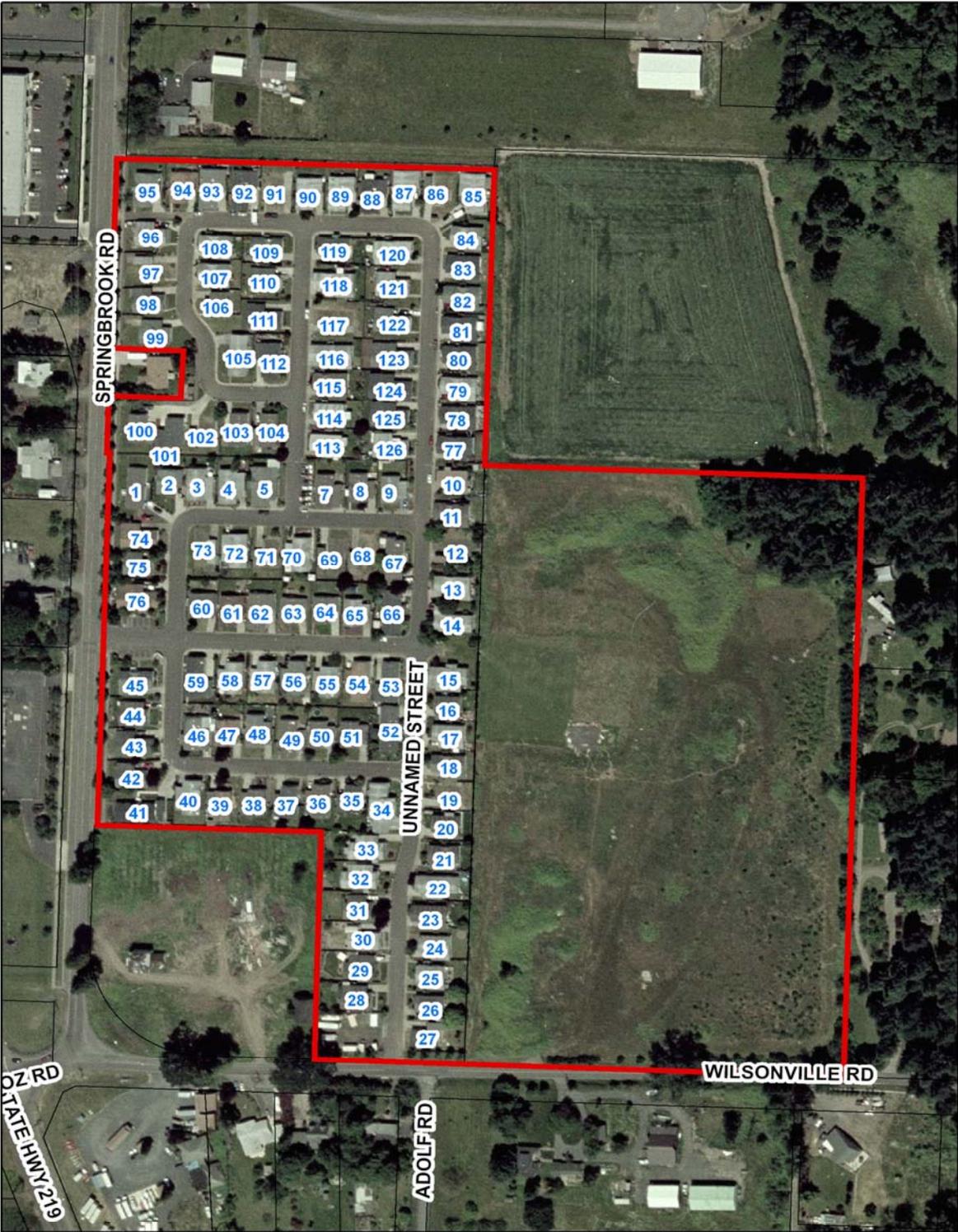
# Ridgeview Village

301 E Columbia Dr – Zoning: R-2



# Springbrook Estates

1000 Wilsonville Rd – Zoning: R-2



# Sunset Estates

300 S Everest – Zoning: R-3



