

CHAPTER 16
STATE OF IOWA BUILDING CODE

[Transferred from O.P.P., ch 5, See IAB 7/6/83]
[Prior to 4/20/88, see Public Safety Department[680] Ch 16]

661—16.1(103A) Purpose. The state building code shall as far as practical provide uniform standards and requirements for construction, construction materials, and equipment through the adoption by reference of applicable national codes where appropriate and providing exceptions when necessary.

661—16.2(103A) When applicable. The state building code shall for the buildings and structures to which it is applicable, constitute a lawful building code.

16.2(1) The state building code shall be applicable:

a. To all buildings and structures owned by the state or an agency of the state.

b. In each governmental subdivision where the governing body has adopted the code as prescribed by Iowa Code section 103A.12.

16.2(2) Provisions of the state building code relating to the manufacture and installation of factory built structures shall apply throughout the state. (Factory built structures approved by the commissioner shall be deemed to comply with all building regulations applicable to the manufacture and installation and shall be exempt from any local building regulations.)

661—16.3(103A) Building code commissioner. The commissioner of public safety shall, in addition to other duties, serve as the state building code commissioner, or may designate the building code commissioner.

16.3(1) *Alternate materials and methods of construction.* Application for approval of alternate materials and methods of construction shall be submitted to the commissioner in writing and shall contain any data necessary to show evidence that the alternate is satisfactory and that the material, method, or work offered is for the purpose intended, at least the equivalent of that prescribed in the state building code in quality, strength, effectiveness, fire resistance, durability, and safety.

16.3(2) *Additional data.* The commissioner may request additional data, tests, and reports in order to make a determination of compliance with building code requirements.

16.3(3) *Approval.* Alternate materials and methods of construction approved by the commissioner shall be submitted to the next regular advisory council meeting for approval or disapproval by the council.

16.3(4) *Disapproval.* Appeals of disapproval by the commissioner can be made to the state building code board of review and the advisory council pursuant to provisions of Iowa Code sections 103A.16 and 103A.17.

16.3(5) *Review of local board of appeal decisions.* For purposes of assuring compliance with approval of alternate materials and methods of construction, Iowa Code section 103A.13, local board of appeal decisions which are based upon the acceptance of an alternate material or method of construction shall be filed with the commissioner.

16.3(6) *Commissioner's action.* Upon receipt of a local board of appeal ruling which is based upon the acceptance of an alternative material or method of construction the commissioner shall review the decision for compliance with section 103A.13 and notify the local board of one of the following:

a. That the decision of the local board is based upon an alternate material or method of construction meeting the requirements of section 103A.13. The commissioner shall submit the findings to the building code advisory council for approval as required by Iowa Code section 103A.14(3). The local board shall be notified of the council's action.

b. That the decision of the local board is not, in the opinion of the commissioner, an alternate material or method of construction meeting the requirements of section 103A.13. Unless additional proof or evidence can be submitted to substantiate the alternate use, the proposed material or method of construction cannot be used as proposed.

16.3(7) Appeals by the commissioner. The commissioner shall use all administrative and informal settlement procedures available before taking any other appeal action and shall notify the affected parties of an intended appeal.

661—16.4(103A) Building code advisory council. The state building code commissioner is advised and conferred with on matters relating to the state building code by the state of Iowa building code advisory council, a seven member council established by Iowa Code section 103A.4.

16.4(1) Meetings. The building code council shall meet on the third Thursday of each month at a time and place determined by the commissioner. The regular meeting may be canceled if the commissioner has no matters to consult with the council.

16.4(2) Special meetings.

a. The commissioner shall call for special meetings when required for public hearings, appeals, and other necessary business.

b. Meetings may be called by the council chairman or by the request of three members.

661—16.5(103A) Adoption of rules. The state building code commissioner in conjunction with the building code advisory council shall adopt rules and shall hold public hearings on its proposed rules within the state at reasonable hours.

16.5(1) Rules and modifications to existing rules which have been formulated in accordance with Iowa Code sections 103A.7, 103A.11 and 103A.14(3) shall be submitted for approval as required by Iowa Code chapter 17A.

16.5(2) The Iowa state building code administration section, which begins at 661—16.100(103A) of the Iowa Administrative Code constitutes the rules formulated under Iowa Code section 103A.7 and shall be known as the Iowa State Building Code.

661—16.6(103A) Board of review. The three-member board of review as required by Iowa Code section 103A.15 is hereby established. A list of the current advisory council members assigned to the board may be obtained from the commissioner.

16.6(1) Appeals. Grounds for an appeal to the board of review are found in section 103A.16.

16.6(2) Procedures. In addition to the requirements of section 103A.17, the following procedure shall be followed:

a. Upon receipt of a request for an appeal, the commissioner shall establish a hearing date and time.

b. The commissioner may request or obtain any additional information or data which may be necessary to make a determination.

c. Hearings shall be conducted in the following manner:

(1) Call to order.

(2) Presentation by applicants.

(3) Presentation by objectors.

- (4) Comments by commissioner, the staff or consultants.
- (5) Questions and comments by the board.
- (6) Discussion between board members only.
- (7) Board action shall be one of the following:
 1. Decision as per subsection 103A.17(6).
 2. Request for additional data and continuance.
 3. Continuance of hearing.
- (8) Adjournment.

16.6(3) *Appeal of board of review decision.* The decision of the board of review may be appealed to the advisory council as per subsection 103A.17(7) and the same hearing procedure will follow as in 16.6(2).

661—16.7(103A) Forms and publications. A description of the necessary information and data to complete forms for filing with the commissioner or for approvals appears in the administration section.

16.7(1) Forms which are required to be used to file information with or obtain approval from the commissioner shall be furnished at no cost upon request.

16.7(2) Copies of the State Building Code Administration Section may be obtained from the commissioner upon payment of the appropriate fee.

16.7(3) Copies of the codes and standards which have been adopted by reference shall be obtained from authors as spelled out in the adopting sections.

16.7(4) Those parties wishing to be placed on the building code mailing list shall complete the mailing form obtained from the commissioner.

661—16.8 to 16.109 Reserved.

DIVISION I
PART 1

661—16.110(103A) Legislative.

16.110(1) *Legislative history.* The 1972 General Assembly of the state of Iowa passed House File 6, an Act to institute an Iowa state building code for the purpose of ensuring the health, safety and welfare of its citizens. House File 6 later became known as Iowa Code chapter 103A.

Iowa Code chapter 103A became effective on July 1, 1972, and established a seven-member advisory council, and a building code commissioner with the authority to promulgate rules and to hire qualified staff to administer the provisions of the state building code.

The Iowa state building code, ISBC 100.0, was adopted by the advisory council and became effective on February 1, 1973. ISBC 100.0 contained the 1970 editions of the national model codes. Upon adoption of the 1973 editions of the model codes, the number was changed to ISBC 200.0, which became effective March 1, 1975. ISBC 300.0 designates the adoption of the 1976 editions of the model codes and became effective on September 1, 1977. ISBC 400.0 is the adoption of the 1979 editions of the model codes and became effective on March 1, 1981. ISBC 500.0 is the adoption of the 1982 editions of the model codes and became effective on August 12, 1983. ISBC 600.0 is the adoption of the 1985 editions of the model codes and became effective on January 1, 1987. ISBC 700.0 is the adoption of the 1988 editions of the model codes which became effective on January 1, 1989.

These revisions will adopt the 1991 editions of the model codes and will be designated as ISBC 800.0. Future minor revisions or additions will be indicated by changes in the designation as ISBC 800.1, 800.2, etc.

16.110(2) *Legislative authority.* Statutory provisions governing the administration, enforcement, and the promulgation of rules and regulations set forth in Iowa Code chapter 103A, “State Building Code,” defines the authority, powers and duties of the advisory council and the building code commissioner. Other statutes concerning enforcement of this code, and promulgating of rules are included in Iowa Code chapter 104A, “Accessibility for Persons with Disabilities.”

16.110(3) *Title.* These administrative and construction rules and regulations (ISBC 800.0) promulgated by the commissioner and approved by the building code advisory council shall be known as the state building code, may be cited as such and will be referred to herein as this code.

16.110(4) *Applicability.* These rules and regulations for those buildings and structures to which they are applicable shall constitute a lawful local building code, and shall take precedence over any other local ordinance or resolution.

16.110(5) *Enforcement.* This code shall be enforced by the commissioner in accordance with Iowa Code chapter 103A. The guidance of legal counsel and the cooperation of the advisory council and local building departments are herewith recommended to assist in furthering the purposes and objectives of this code, as mandated by the Sixty-fourth General Assembly.

16.110(6) *Interpretations.* Except as otherwise provided in this code, the commissioner shall have arbitrary authority with regard to provisions of this code. Written interpretations of any requirements or provisions of these rules will be issued upon request. A request shall be accompanied by sufficient substantiating data as may apply to the conditions for which an interpretation is requested.

16.110(7) *Appeals.* The commissioner shall establish a state building code board of review—appeals, as empowered by Iowa Code section 103A.15. The board shall function to hear petitions, and to revoke, modify or affirm determinations by the commissioner. Written request for a hearing on appeals must be received by the commissioner, two weeks before the meeting of the advisory council. Regularly scheduled meetings of advisory council are held on the third Thursday of each month. Special hearings may be called by the commissioner by urgent written request or at the discretion of the commissioner. Further appeal may be petitioned to the full membership of the advisory council. (See IAC 661—16.6(103A) for other appeal procedures.)

16.110(8) *Judicial appeal.* Judicial review of actions by the commissioner, board of review, or advisory council may be sought in accordance with the Iowa administrative procedure Act and Iowa Code section 103A.18.

16.110(9) *Alternate materials and method of constructions.* The commissioner is authorized to approve any alternate if satisfactory and performs as required by this code.

a. Requests for consideration of alternate provisions or their application shall be submitted to the commissioner by the building owner or the owner’s agent in writing with substantiating data. See subrule 16.3(1).

b. The granting of such alternates or applications will be stated in writing, along with limitations or conditions thereof.

c. Research committee reports published by the nationally recognized code groups whose specific code has been adopted may be approved by the administrative authority or agency as an alternate material or method of construction without requiring authorization by the commissioner. Details of the approval shall be recorded and entered in the files of the administrative authority or enforcement agency.

16.110(10) *Violation and penalties.* Any person, firm or corporation determined to be in violation of the applicable provisions of state building code shall be subject to the actions and penalties prescribed in Iowa Code chapter 103A.

16.110(11) *Validity.* If any section, subsection, sentence, clause, or phrase of this code is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

661—16.111 to 16.119 Reserved.

PART 2

661—16.120(103A) General administration.

16.120(1) Adoption by reference. The specifications and regulations which are mentioned by title and date below are hereby adopted and declared to be a part of this code when not in conflict with a specific statement contained herein.

16.120(2) The Uniform Building Code (UBC) and appendices, 1994 edition, the Uniform Building Code standards, 1994 edition, as published by the International Conference of Building Officials.

16.120(3) The National Electrical Code, 1996 edition, NFPA No. 70-1996, as published by the National Fire Protection Association.

16.120(4) The Uniform Mechanical Code, 1994 edition, as published by the International Conference of Building Officials.

16.120(5) The Uniform Plumbing Code, 1994 edition, as published by the International Association of Plumbing and Mechanical Officials.

16.120(6) The Model Energy Code, 1992 edition, as published by the Council of American Building Officials.

16.120(7) The 1993 codified version of “ASHRAE/IES 90.1 - 1989, Energy Efficient Design of New Buildings Except Low-Rise Residential Buildings,” including appendices A, B, C, and D published by the American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., 1971 Tullie Circle NE, Atlanta, Georgia 30329-2398.

661—16.121(103A) Optional alternate to adopted codes. Specifications and regulations which are enumerated by title and date below (16.121(1)) may be used as an optional alternate to the “Uniform Building Code,” “Uniform Mechanical Code,” “Uniform Plumbing Code,” and “The National Electrical Code,” only in those buildings classified as one- and two-family dwellings.

16.121(1) The CABO One and Two Family Dwelling Code, 1992 edition, as published by the Council of American Building Officials.

16.121(2) Any governmental subdivision which has by ordinance or resolution adopted the state building code as its building code, may include the one- and two-family dwelling code as included herein as Division V rule number 661—16.500(103A). The acceptance of Division V voids all provisions of the codes adopted in 16.120(2) to 16.120(5) which apply to one- and two-family dwellings.

16.121(3) Any governmental subdivision which has by ordinance or resolution adopted the state building code as its building code may delete Chapter 32 or Chapter 33 of the Uniform Building Code, 1994 edition, and substitute its own specific requirements as deemed necessary by those in authority.

661—16.122(103A) Definitions.

“*Board of appeals*” means the local board of appeals as created by local ordinance.

“*Board of review*” or “*Board*” means the state building code board of review created by the state building code Act.

“*Building*” means a combination of materials, whether portable or fixed, to form a structure affording facilities or shelter for persons, animals or property. The word “building” includes any part of a building unless the context clearly requires a different meaning.

“*Building component*” is any part, subsystem, subassembly, or other system designed for use in, or as a part of, a structure, including but not limited to: structural, electrical, mechanical, fire protection, or plumbing systems, and including such variations thereof as are specifically permitted by regulation, and which variations are submitted as part of the building system or amendment thereof.

“*Building department*” means an agency of any governmental subdivision charged with the administration, supervision, or enforcement of building regulations, prescribed or required by state or local building regulations.

“*Building system*” means plans, specifications and documentation for a system of manufactured factory-built structures or buildings or for a type or a system of building components, including but not limited to: structural, electrical, mechanical, fire protection, or plumbing systems, and including such variations thereof as are specifically permitted by regulation, and which variations are submitted as part of the building system or amendment thereof.

“*Commissioner*” means the state building code commissioner created by the state building code Act.

“*Construction*” means the construction, erection, reconstruction, alteration, conversion, repair, equipping of buildings, structures or facilities, and requirements or standards relating to or affecting materials used in connection therewith, including provisions for safety and sanitary conditions.

“*Equipment*” means plumbing, heating, electrical, ventilating, conditioning, refrigeration equipment, and other mechanical facilities or installations.

“*Governmental subdivision*” means any state, city, town, county or combination thereof.

“*Label*” is an approved device affixed to a factory-built structure or building, or building component, by an approved agency, evidencing code compliance.

“*Listing agency.*” 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, and which makes available timely reports of such listing including specific information verifying that the product has been tested to approved standards and found acceptable for use in a specified manner.

“*Public building.*” Any building or structure used by the public which is constructed in whole or in part by the use of state funds, or the funds of any political division of the state.

“*Structure*” means that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner except transmission and distribution equipment of public utilities. The word “structure” includes any part of a structure unless the context clearly requires a different meaning.

661—16.123(103A) Other rules. Adherence to the requirements of this code is not intended to supersede any specific authority of other state agencies, federal agencies, or governmental subdivisions within the state of Iowa, except as prescribed by statute. Special attention is herewith directed to the following state agencies, which may have additional requirements for specific conditions or occupancies.

1. Department of public safety—state fire marshal
2. Department of agriculture and land stewardship
3. Labor services division of the department of workforce development
4. Department of human services
5. Department of public health
6. Department of natural resources
7. Department of education
8. Department of inspections and appeals

16.123(1) *Creation of department.* There may be established within the governmental subdivision a “building department” which shall be under the jurisdiction of the building official designated by the appointing authority. Within the publications of this code such terms as “administrative authority,” “authority having jurisdiction,” or “authorized representative” shall mean the building official.

16.123(2) *Powers and duties of building official.* The building official in those governmental subdivisions establishing a building department shall enforce all the provisions of this code as prescribed by local law or ordinance and as outlined by Iowa Code section 103A.19.

16.123(3) *Permits only.* Any governmental subdivision that has not established a building department as per 16.123(1) but requires a permit to construct or occupancy permit or both, such person or agency shall be known as the “issuing authority.”

661—16.124 to 16.129 Reserved.

PART 3

661—16.130(103A) Scope.

16.130(1) *Application.* The provisions of this code shall apply to construction, alteration, moving, renovation, repair and use of any building or structure in those political subdivisions of the state of Iowa, which have accepted this code as authorized by the state building code Act.

16.130(2) *Applicability.* Provisions of this code shall be mandatory for the following:

a. Manufacture and installation of factory-built structures. Factory-built structures approved by the commissioner shall be deemed to comply with all building regulations applicable to its manufacture and installation and shall be exempt from local building regulations except as herein provided. (See Division VI for requirements for factory-built structures.)

b. All buildings owned by the state or any agency of the state.

c. In those governmental subdivisions which by ordinance or resolution have adopted the state building code as their local building code.

d. All buildings and structures intended for use by the general public shall meet the requirements for the physically handicapped. (See Division VII, Handicapped Rules and Regulations, of this code.)

e. All buildings, structures and additions required to be energy efficient as per Division VIII, Thermal and Lighting Efficiency Standards.

16.130(3) *Application to existing buildings.* Buildings or structures to which additions, alterations, or repairs are made shall comply with all of the requirements for new buildings or structures except as specifically provided herein. See Section 310.9.1.1, Uniform Building Code, for provisions requiring installation of smoke detectors in existing Group R, Division 3, Occupancies.

a. Additions, alterations and repairs. Additions, alterations or repairs may be made to any building or structure without requiring the existing building or structure to comply with all the requirements of this code provided the additions, alterations or repairs conform to that required for a new building or structure. Additions, alterations or repairs shall not cause an existing building or structure to become unsafe or overloaded. Any building or structure so altered, which involves a change in use or occupancy, shall not exceed the height, number of stories or area permitted for new buildings or structures. Any building plus new additions shall not exceed the height, number of stories and area specified for new buildings.

Alterations or repairs to an existing building or structure which are nonstructural and do not adversely affect any structural member or any part of the building or structure having required fire resistance may be made with the same materials of which the building or structure is constructed.

EXCEPTION: The installation or replacement of glass shall be as required for new installations.

b. Whenever there are practical difficulties involved in carrying out the provisions of this code, the authority having jurisdiction may grant modifications for individual cases, provided such modifications are in conformity with the spirit and purpose of this code and do not in any way lessen the fire protection requirements or impair in any degree the structural integrity or life safety performance as required by this code. The details of any action granting modifications shall be recorded and entered in the files of the enforcement agency.

16.130(4) *Existing occupancy.* Buildings in existence at the time of adoption of this code may have their existing use or occupancy continued, if this occupancy was legal at the time of the adoption of this code, and provided such continued use is not dangerous to life. Any change in the use or occupancy of any existing buildings or structures shall comply with the provisions of 16.130(3) of this code and Section 3405 of the UBC.

16.130(5) *Systems and equipment.* In existing occupancies which remain in the same classifications, mechanical, plumbing and electrical systems shall comply as follows:

a. Mechanical. Heating, ventilating, comfort cooling, or refrigeration systems, incinerators or other miscellaneous heat-producing appliances lawfully installed prior to the effective date of this code may have their existing use, maintenance or repair continued if the use, maintenance or repair is in accordance with the original design and location and is not a hazard to life, health, or property.

All heating, ventilating, comfort cooling, or refrigeration systems, incinerators or other miscellaneous heat-producing appliances, both existing and new, and all parts thereof, shall be maintained in a safe and sanitary condition. All devices or safeguards which are required by this code in heating, ventilating, comfort cooling, or refrigeration systems, incinerators or other miscellaneous heat-producing appliances when installed, altered, or repaired shall be maintained in good working order. The owner or a designated agent shall be responsible for the maintenance of heating, ventilating, comfort cooling, refrigeration systems, incinerators or other miscellaneous heat-producing appliances.

b. Plumbing. Plumbing in existing buildings or on existing premises shall be in accordance with the uniform plumbing code sections 201, 320, and 1320.

c. Electrical. Any electrical installation existing at the time of adoption of this code may continue if such an installation was legal at the time of adoption of this code, provided such continued use is not dangerous to life. Any change or revision in existing wiring must comply with this code and additional revisions necessary must be made to comply with this code.

d. Energy conservation standards. Electrical, mechanical, plumbing systems or components must meet energy conservation standards required by Division VIII, of this code.

NOTE: All buildings or structures, both existing and new and all parts thereof, shall be maintained in a safe and sanitary condition. All devices or safeguards which are required by this code in a building or structure when erected, altered or repaired shall be maintained in good working order. The owner or a designated agent shall be responsible for the maintenance of buildings and structures.

16.130(6) *Handicapped.* The provisions of Iowa Code chapter 104A are part of this code and shall be so enforced. (See also Division VII of this code for further requirements.)

16.130(7) *Historic buildings.* Repairs, alterations and additions necessary for the preservation, restoration, rehabilitation or continued use of a building or structure may be made without conformance to all of the requirements of this code, when authorized by those having jurisdiction provided:

a. The building or structure has been designated by official action of the state historic preservation officer, Iowa state department of cultural affairs, or by an official legislative body as having special historical or architectural significance.

NOTE: Additional instructions may be obtained from the state department of cultural affairs or the U.S. Department of Interior.

b. Any unsafe conditions as described in 16.130(9) will be corrected in accordance with approved plans.

c. Any substandard conditions will be corrected in accordance with approved plans.

d. The restored building or structure will be no more hazardous based on life safety, fire safety, and sanitation than the existing building.

16.130(8) *Moved buildings and temporary buildings.* Buildings or structures moved into or within the jurisdiction shall comply with the provisions of this code for new buildings or structures. Temporary structures such as reviewing stands and other miscellaneous structures, sheds, canopies or fences used for the protection of the public around and in conjunction with construction work may be erected by special permit from the building official or issuing authority for a limited period of time. Such buildings or structures need not comply with the type of construction or fire-resistive time periods required by this code. Temporary buildings or structures shall be completely removed upon the expiration of the time limit stated in the permit.

16.130(9) *Unsafe buildings.* All buildings or structures which are structurally unsafe or not provided with adequate egress, or which constitute a fire hazard, or are otherwise dangerous to human life, or which in relation to existing use constitute a hazard to safety, health or public welfare, by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster damage, or abandonment, as specified in this code or any other effective ordinance, are, for the purpose of this section, unsafe buildings. All such unsafe buildings are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, demolition, or removal in accordance with procedures provided by local or state law.

16.130(10) *Unsafe appendages.* Parapet walls, cornices, spires, towers, tanks, statuary and other appendages or structural members which are supported by, attached to, or a part of a building and which are in a deteriorated condition or otherwise unable to sustain the design loads which are specified in this code, are hereby designated unsafe and as such are public nuisances and shall be abated in accordance with the local or state laws governing.

16.130(11) *Tests.* Whenever there is insufficient evidence of compliance with the provisions of this code or that any material or any construction does not conform to the requirements of this code, the commissioner or building official may require tests as proof of compliance to be made at the expense of the owner or a designated agent by an approved testing agency.

Test methods shall be as specified by this code for the material in question. If there are no appropriate test methods specified in this code, the commissioner or building official shall determine the test procedure. Copies of the results of all such tests shall be retained for a period of not less than two years after the acceptance of the structure.

16.130(12) *Permits and inspections.* In those governmental subdivisions that have by ordinance or resolution adopted procedures for issuance of permits and specific or special inspections as per Iowa Code sections 103A.19 and 103A.20. No person, firm, or corporation shall erect, construct, enlarge, alter, repair, move, improve, remove, convert, or demolish any building or structure in the governmental subdivision, or cause the same to be done, without first obtaining a permit for each building or structure, from the building official. (See Division VI for additional permit requirements for factory-built structures, Division VII for Handicapped Accessibility and Division VIII for Energy Conservation.)

16.130(13) *Certificate of occupancy.* The requirements for and the issuance of certificates of occupancy shall be included in the local laws and ordinances and may provide the requirements as outlined in Iowa Code section 103A.19.

16.130(14) *Use or occupancy.* No building or structure of any occupancy classifications as defined by the Uniform Building Code, 1994 edition, shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a certificate of occupancy, if so required by local laws or ordinances.

661—16.131(103A) Plans and specifications review. Architectural technical submissions, engineering documents or plans and specifications for all state-owned buildings and other buildings covered by Iowa Code chapters 103A and 104A shall be submitted to and approved by the commissioner before construction is begun. Such submittals shall be filed by the owner or an authorized agent, agency or the responsible design architect or engineer. Submittals to the commissioner shall be certified or stamped and signed as required by Iowa Code chapters 542B and 544A unless the applicant has certified on the submittal to the applicability of a specific exception under Iowa Code section 544A.18 and the submittal does not constitute the practice of professional engineering as defined by Iowa Code section 542B.2.

EXCEPTIONS:

1. Plans and specifications reviewed by a local building official or other duly authorized person or agency as provided in Iowa Code chapters 103A and 104A shall be exempt from being submitted to the commissioner.

2. Preliminary or intermediate documents may be submitted for informal review or general discussion concerning compliance with the appropriate regulations if the documents are labeled “preliminary,” “not for construction” or similar wording indicating that the documents are not being submitted for final approval. Such preliminary documents are not required to exhibit the seal and signature.

16.131(1) *Minimum review requirements.* Plans, specifications and other supporting information shall be sufficiently clear and complete to show in detail that the proposed work will comply with the requirements of this code and shall include the following:

a. Plot plan. Include site size, streets, footages, yards and boundaries, drainage, contours. All proposed and existing buildings.

b. Construction. Foundation, floor, roof and structural drawings. Door, window and finish schedules. Sections, details, connections and material designations. Loads and engineering data calculations signed by a registered engineer or architect may be required.

c. Electrical. Floor and ceiling plans, lighting, receptacles, motors and other equipment. Service entry location, line diagram, and wire, conduit and breaker sizes.

d. Plumbing. Floor plan, fixtures, pipe sizes and other equipment and materials. Isometric with pipe sizes, fixture schedule and sewage disposal.

e. Mechanical. Floor or ceiling plans, equipment, distribution location, size and flow. Locate dampers and safeguards. Indicate all materials.

f. Handicapped accessibility. Details and information showing compliance with Division VII of this code.

g. Energy conservation. Details and information showing compliance with Division VIII of this code and a copy of the statement of review filed with the building code commissioner when required.

h. Fire stopping. Plans for buildings more than two stories in height of other than Group R, Division III and M Occupancies shall indicate how a penetration will be made for electrical, mechanical, plumbing and communication conduits, pipes and similar systems.

i. Soils data. A soils report by a recognized authority shall be filed with plans and specifications.

j. Other. Any additional information may be requested to substantiate that the project is in compliance with this code.

k. Responsibility. Approval by the commissioner or the commissioner's designee of any plan review does not alter the responsibility of the professional certifying such design.

16.131(2) Fees. See Division VI, Division VII and Division VIII for fees pertaining to factory-built structures and installation, handicapped accessibility reviews and energy conservation standards.

a. Copies of the state building code administration section will be supplied to any governmental subdivision or state agency free of charge, upon request.

b. Copies of the state building code administration section are available to any person upon request and payment of a \$10 printing and handling charge.

c. The fees for completion of building code plan reviews, which shall be reviews for compliance with 661—Chapter 5 and 661—Chapter 16, excluding mechanical, electrical, plumbing, and accessibility provisions, shall be calculated as follows:

	Preliminary Plan Review Meeting (Optional)	Plan Review Fee	Plan Review Fee Including Optional Preliminary Plan Review Meeting
AREA IN SQUARE FEET	Cost	Cost	Cost
Up to 5,000	\$75	\$200	\$275
5,001-10,000	\$100	\$300	\$400
10,001-20,000	\$125	\$400	\$525
20,001-50,000	\$150	\$500	\$650
50,001-100,000	\$200	\$600	\$800
100,001-150,000	\$200	\$1,000	\$1,200
150,001-200,000	\$200	\$1,200	\$1,400
200,001-250,000	\$200	\$1,400	\$1,600
250,001-300,000	\$250	\$1,600	\$1,850
300,001-350,000	\$250	\$1,800	\$2,050
350,001-400,000	\$250	\$2,000	\$2,250
400,001-450,000	\$300	\$2,200	\$2,500
More than 450,000	\$300	\$2,400	\$2,700
Special Limited Reviews			Fee
Sprinkler Plan Review			\$100
Fire Alarm Review			\$100

Payment of the assigned fee shall accompany each plan when submitted for review. Payment may be made by credit card, or money order, check or draft made payable to the "Iowa Department of Public Safety—Building Code Bureau".

d. A person who has submitted a plan for review for which a fee has been assessed pursuant to paragraph “c” is eligible to receive a refund of the fee if the plan has not been approved or rejected within 60 calendar days of its receipt by the building code bureau. A person who believes that a refund is due shall notify the building code commissioner who shall provide a form to the person who submitted the plan for review to request a refund. If the request for refund is approved, the building code commissioner shall cause a check for the amount of the refund to be issued to the individual or organization that originally paid the fee. If the original submission of the plan is incomplete, the fee shall be refunded only if the plan has not been approved or rejected within 60 days of a full and complete submission of the plan. “Approved or rejected within 60 days” means that a letter approving or rejecting the plan has been presented or mailed to the submitter within 60 days of the date of receipt by the building code bureau, within the meaning of “time” as defined in Iowa Code section 4.1.

661—16.132(470) Life cycle cost analysis. Any public agency, as defined by Iowa Code section 470.1(1), shall prepare a life cycle cost analysis for any new construction having 20,000 square feet of usable floor space which is heated or cooled by a mechanical or electrical system or for any renovation where additions or alterations exceed 50 percent of the value of the facility and will affect an energy system.

The life cycle cost analysis shall be prepared in compliance with Iowa Code chapter 470 and be submitted to the state building code commissioner before construction commences.

Those public agencies which are a state agency under Iowa Code section 7D.34 shall, within 60 days of final selection of a design architect or engineer, notify the commissioner and the department of natural resources of the methodology to be used to perform the life cycle cost analysis on the forms provided by the department of natural resources. A life cycle cost analysis prepared by a state agency shall be submitted in sufficient time ahead of releasing of plans for bids to allow for revisions or additions which may be made to the plans.

661—16.133 to 16.139 Reserved.

PART 4

661—16.140(103A) General construction rules and regulations.

16.140(1) Adoption. Chapters 2 to 10 and 12 to 35 on standards with all appendices of the Uniform Building Code, 1994 edition, and all standards of the Uniform Building Code standards, 1994 edition, as published by the International Conference of Building Officials, 5360 South Workman Mill Road, Whittier, California 90601-2298, are hereby adopted by reference as the construction rules and regulations Division I, Part 4 of the Iowa state building code, administration section, with the following deletions, revisions and amendments:

a. Chapter 1 of the Uniform Building Code, 1994 edition, is replaced by the administration rules and regulations, Division I, Parts 1, 2 and 3 of this code.

b. Delete the following appendix Chapters: A10, A11, A13, A15, A19, A23, A29, A30, A33, and A34 entirely, and Divisions I and II of appendix Chapter 4 and Division III of appendix Chapter 3 and Divisions II and III of appendix Chapter 16.

c. The last paragraph in Section 3405 shall read as follows:

Amend Chapter 34 by deleting the four paragraphs following the title Section 3401 and deleting Sections 3402, 3403 and 3404 in their entirety and adding the following new subsection to Section 3401:

3401.1 Additions, Alterations, Repairs and Moved Buildings. Application of this code to additions, alterations, repairs, or to the moving of existing buildings shall be as stated in IAC 661—Chapter 16, Division I, Parts 1, 2 and 3 and Section 3405.

3401.2 Glass Replacement. The installation of replacement glass shall be as required for new installations.

3401.3 Smoke Detectors. Refer to IAC 661—Chapter 5, rules 661—5.806(100) to 661—5.809(100) for provisions regulating the installation of smoke detectors in existing one- and two-family dwellings.

d. Delete Section 2904 and insert in lieu thereof the following:

Section 2904. Access to Water Closets. Each water closet shall be located in a clear space not less than 30 inches in width and have a clear space in front of the water closet stool of not less than 24 inches.

Section 2905. Access to Toilet Facilities for the Physically Handicapped.

2905.1 Toilet facilities which are required to be accessible to the physically handicapped shall meet the requirements of subrule 16.705(8).

2905.2 Access to lavatories, mirrors, towel fixtures, water fountains, and telephones. See subrules 16.705(8), 16.705(9), and 16.705(10) for requirements for lavatories, mirrors, towel fixtures, water fountains, and telephones required to be handicapped accessible.

e. Delete the second and third paragraphs of Section 310.4, retaining the exception, and insert in lieu thereof the following:

Access to, and egress from, buildings required to be accessible shall be provided as specified in Division VII of this chapter.

Every sleeping room below the fourth story, and dwelling unit basements which have habitable rooms, shall have at least one operable window or door approved for emergency escape or rescue which shall open directly into a public street, public alley, yard or exit court. The units shall be operable from the inside to provide a full, clear opening without the use of separate tools.

f. Delete the last paragraph in 310.1 and replace with the following:

Buildings containing four or more individual dwelling units and all hotels and motels shall comply with the applicable provisions of Division VII of this chapter.

g. Delete subparagraph (a) of Section 403.1 and insert in lieu thereof the following:

403.1 Scope. This section shall apply to all Group B office buildings and Group R, Division 1 occupancies, located in buildings which are more than four stories or 65 feet in height above the lowest level of fire department vehicle access, or of greater height than the ladder capability of the local fire department from the lowest level of fire department vehicle access. Such buildings shall be provided with an approved automatic sprinkler system in accordance with Section 403.2.1.

h. Amend the first paragraph of Section 403.7 to read as follows:

Section 403.7 Elevators. Elevators and elevator lobbies shall comply with the provisions of Iowa Administrative Code 875—Chapters 71, 72, and 73.

i. Rescinded, effective December 21, 1988.

j. Delete the second paragraph of Section 1605.4 and insert in lieu thereof the following:

Potential accumulation of snow at valleys, parapets, roof structures and offsets in roofs of uneven configuration shall be considered. The minimum value of ground snow load to be used in the determination of design snow loads of buildings and other structures shall be as shown in A-16-2 of Division I of appendix Chapter 16, Volume 2. The ground snow load may be adjusted by the building official when a registered engineer or architect submits data substantiating the adjustments.

k. Add a new Subsection 1609.6 to read as follows:

1609.6 Special construction requirements:

A. Foundation walls. Notwithstanding other design requirements of Chapters 18, 19 and 21, foundation walls for Group R, Division 3, occupancies of Type V construction may be constructed in accordance with the following provisions, provided the application, or building site conditions affecting the walls, are within the limitation specified herein.

1. The maximum height of the foundation wall shall be no more than 7 feet 8 inches measured between the foundation plate and a concrete floor slab having a minimum thickness of 3½ inches. If a floor slab having a thickness of 3½ inches is not provided, a specially designed means of providing lateral support at the bottom of the wall shall be required.

- 2. The foundation plate shall be attached to the wall as prescribed in Section 1806.6.
- 3. Material used for backfilling shall be carefully placed granular soil of average or high permeability except the top 2 feet may be an impervious type material and shall be drained with an approved drainage system. The wood and earth separation requirements of Section 2317.8 shall be observed at all times.

4. Where soils containing a high percentage of clay, fine silt or similar material of low permeability or expansive soils are encountered or where backfill materials are not drained or an unusually high surcharge is to be placed adjacent to the wall, a specially designed wall shall be required.

B. Hollow Concrete Masonry Foundation Walls.

- 1. Hollow concrete masonry units shall be set in Type M or Type S mortar.
- 2. All footings shall be of cast-in-place concrete having a minimum compressive strength of 2,500 pounds per square inch at 28 days, and shall be reinforced longitudinally with not less than a half-inch steel bar for one-story construction, or two half-inch steel bars for two-story construction. Footing reinforcement shall be symmetrically placed and located so as to ensure no less than 3 inches of concrete cover on all sides.

3. Masonry foundation walls having a nominal thickness of not less than 12 inches may be unreinforced. Other masonry foundation walls shall comply with the following requirements:

- (i) The nominal thickness of concrete masonry units shall not be less than 8 inches.
- (ii) When a foundation wall has a horizontal clear span of more than 12 feet between supporting cross walls or corners, fully grouted vertical reinforcing shall be provided in the center of the wall in the amount of 0.075 square inches of ASTM A615 grade 40 or better steel, per lineal foot of wall. All reinforcing steel shall be deformed bars spaced no more than 8 feet on center. All grout shall comply with Section 2103.4.1.

C. Cast-in-place plain concrete foundation walls. Cast-in-place walls constructed under the provisions of this subsection shall be concrete having a minimum compressive strength of 28 days of not less than 3,000 pounds per square inch. All materials proportioning and placing shall conform to the requirements of Chapter 19. In addition, the following shall apply:

- (i) The minimum thickness of a wall shall be 7½ inches.
- (ii) Walls shall be reinforced with no less than three half-inch diameter deformed ASTM A615 grade 40 steel bars placed horizontally at the center of the wall, with one bar located near the top, one bar located near the bottom, and one bar located near mid-height of the wall. Reinforcing bars and methods of placement shall be in accordance with Chapter 19.

l. Rescinded, effective December 21, 1988.

m. Revise Exception 1 of Section 1806.2 to read as follows:

EXCEPTION: 1. A one-story wood or metal frame building not used for human occupancy and not over 720 square feet in floor area may be constructed with walls supported on a wood foundation plate when approved by the building official authority having jurisdiction.

n. Delete Table No. 18-I-D and insert in lieu thereof the following:

Number of Floors Supported By the Foundation ¹	Thickness of Foundation Walls (Inches)		Minimum Width Footing (Inches)	Thickness of Footing (Inches)	Minimum Depth of Foundation Below Natural Surface of Ground or Finish Grade (Whichever is Lower) (Inches)
	Concrete	Unit Masonry			
1	8	8	16	8	42
2	8	8	16	8	42
3	10	12	18	12	42

¹Foundations may support a roof in addition to the stipulated number of floors. Foundations supporting roofs only shall be as required for supporting one floor.

o. Add an unnumbered paragraph to Subsection 904.2.1 to read as follows:

Rules promulgated by the state fire marshal to implement Iowa Code section 100.39 which are in the Iowa Administrative Code 661—5.230(100) which apply to new buildings and to additions to buildings which exceed four stories in height or 65 feet above grade shall apply in addition to the requirements of this chapter.

p. Add a new Section 907 to Chapter 9 of the UBC to read as follows:

Section 907 FIRE EXTINGUISHERS

Section 907.1 The rules of the state fire marshal which have been promulgated under the authority of Iowa Code section 100.35 which require the installation of approved-type fire extinguishers shall apply to buildings which are covered by Iowa Code section 100.35.

NOTE: See Iowa Administrative Code 661—Chapter 5 for the specific occupancies and requirements.

q. Delete Subsection 710.5 and insert in lieu thereof the following:

710.5 Wiring in Plenums—wiring in plenums shall comply with the Uniform Mechanical Code, Section 601.3.

r. Add two unnumbered paragraphs to UBC Section 3001 to read as follows:

Notwithstanding the requirements of this chapter, the rules promulgated by the Iowa division of labor services to implement Iowa Code chapter 104 which are in the Iowa Administrative Code as Chapters 71 through 76 of Labor Services[347] shall also apply.

In addition to these provisions, see Section 403.7 of the UBC for elevator requirements in high rise buildings, and Division VII of this code for elevator requirements for handicapped persons.

s. Add an additional Exception 4 to Section 904.1.2 of Chapter 9 of the UBC to read as follows:

4. Automatic sprinkler systems required by Section 904.2.8 may comply with the requirements of NFPA 13R, 1996 edition, as published by National Fire Protection Association, Batterymarch Park, Quincy, MA 02169.

t. Amend the last sentence of appendix Chapter 12, Section 1207.1, to read as follows:

The mechanically operated ventilating system shall be capable of supplying ventilation air in accordance with Table A-12-A or for determination of ventilation rates based on occupancy and cfm/person, ASHRAE 62-1989, Table 2, Outdoor Air Requirements for Ventilation, may be used with prior approval of the state building code commissioner.

16.140(2) Reserved.

661—16.141 to 16.199 Reserved.

DIVISION II

661—16.200(103A) Electrical rules and regulations—adoption. The National Electrical Code, 1996 edition, NFPA 70-1996, as published by the National Fire Protection Association, Batterymarch Park, Quincy, MA 02269, is hereby adopted by reference as the electrical rules and regulations, Division II.

661—16.201 to 16.299 Reserved.

DIVISION III

661—16.300(103A) Mechanical rules and regulations.

16.300(1) Adoption. Chapters 2 to 16 and appendices A, B, C, and D of the Uniform Mechanical Code, 1994 edition, and published by the International Conference of Building Officials, 5360 South Workman Mill Road, Whittier, California 90601-2298, are hereby adopted as the Mechanical Rules and Regulations, Division III of the state building code with amendments as follows:

a. Delete the definition, “Building Code,” from Section 204 and replace with the following:

Building Code is the current edition of the Construction Rules and Regulations, Division I, Part 4 of this chapter.

b. Add a new unnumbered paragraph to Subsection 327.6 to read as follows:

Except for being prohibited in Group I occupancies, portable heating appliances as defined in Section 218-P are not regulated by this code. Unregulated appliances with self-contained fuel tanks shall have a capacity of no more than two gallons.

c. Delete 601.1 and replace with the following language:

601.1 Materials. Supply air, return air and outside air for heating, cooling or evaporative cooling systems shall be conducted through duct systems constructed of materials set forth in Tables 6-A, 6-B and 6-C: metal ducts complying with U.M.C. Standard 6-2, or factory made air ducts complying with U.M.C. Standard 6-1. Ducts, plenums and fittings may be constructed of asbestos-cement, concrete, clay or ceramics when installed in the ground or in a concrete slab, provided the joints are tightly sealed.

d. Add an unnumbered paragraph to Section 1002 in appendix B to read as follows:

Notwithstanding the requirements of this code, boilers and pressure vessels covered by Iowa Code chapter 89 shall comply with requirements established by the labor services division of the Iowa department of workforce development (Iowa Administrative Code 347—Chapters 41 to 49).

16.300(2) Reserved.

661—16.301 to 16.399 Reserved.

DIVISION IV

See also Public Health Department[641]—Chapter 25

661—16.400(103A) Plumbing rules and regulations.

16.400(1) Adoption. Chapters 2 to 12, Chapter 14, and appendix D of the Uniform Plumbing Code, 1994 edition, as published by the International Association of Plumbing and Mechanical Officials, 20001 Walnut Drive South, Walnut, California 91789-2825, are hereby adopted by reference of the Plumbing Rules and Regulations, Division IV, of the Iowa state building code, with the following amendments:

a. Section 202. Delete the definition for “administrative authority” and insert in lieu thereof the following definitions:

“*Building storm drain*” is a building drain used for conveying rainwater, surface water, groundwater, or other similar discharge exclusive of sewage and industrial waste to a building storm sewer or a combined building sewer.

“*Building storm sewer*” is a building sewer which conveys the discharge of a building storm drain to a public storm sewer, combined sewer or other point of discharge.

“*Storm sewer*” is a sewer for conveying rainwater, surface water, condensate, cooling water, or similar liquid wastes, exclusive of sewage and industrial waste.

“*Subsoil drain*” is a drain which receives only subsurface or seepage water and conveys it to a place of disposal.

b. Sections 701 and 604. Delete Subsections 701.1.4, 701.1.5 and 604.2 and replace as follows:
Section 701.1.4. Copper tubing for underground drainage and vent piping shall have a weight of not less than that of copper drainage tube type L.

Section 701.1.5. Copper tubing for aboveground drainage and vent piping shall have a weight of not less than that of copper drainage tubing type M. EXCEPTION: Type DWV weight may be used in one- and two-family dwellings.

Section 604.2. Copper tube for water piping shall have a weight of not less than type M. EXCEPTION: Underground water piping shall be a weight of not less than type K copper tubing.

c. Section 710.6. Add the following:

When backwater valves are required by Section 710.1, they shall consist of manually operated valves. Approved valves which are automatic in operation as described in this section may also be used but are not required.

d. Add Section 717.0. Add this sentence to the end of the section:

The minimum diameter for a building sewer shall be four inches.

e. Amend Section 701.1 by adding the following sentence after the first sentence in 701.1.2:

No horizontal branch shall exceed 25 feet in developed length.

f. Rescinded IAB 6/4/97, effective 7/15/97.

g. Section 710.1. Add the following exception after 710.1:

EXCEPTION: The requirements of 710.1 shall apply only when it is determined necessary by the administrative authority based on local conditions.

h. Add a new Section 719.7:

Section 719.7. A cleanout shall be provided in each stack.

i. and j. Rescinded IAB 6/4/97, effective 7/15/97.

k. Amend Section 903 by adding the following sentence after the first sentence in 903.1.2:

No horizontal branch shall exceed 25 feet in developed length.

l. Section 904.1. Delete the second sentence of the section and the exception and insert in lieu thereof the following:

Each building shall have a vent stack or main vent equal in size or larger than the building sewer. The vent stack or main vent shall extend through the roof undiminished in size and increased in size as required.

EXCEPTION: In single-family dwellings, a three-inch vent stack or main vent is permitted.

m. Section 804.0. Add a new Subsection 804.3 to read as follows:

804.3. In basements of residential construction a standpipe receptor for any clothes washer may discharge directly over a floor drain. A proper air gap shall be provided.

n. Section 807. Delete Subsection 807.4 and insert in lieu thereof the following:

Section 807.4 No domestic dishwashing machine shall be directly connected to a drainage system or food waste disposer without the use of an approved dishwasher air gap fitting on the discharge side of the dishwashing machine, or by looping the discharge line of the dishwasher as high as possible near the flood level of the kitchen sink where the waste disposer is connected. Listed air gap fitting shall be installed with the flood level (FL) marking at or above the flood level of the sink or drainboard, whichever is higher.

o. Section 907.3. A vent stack or a main vent shall be installed with a soil or waste stack whenever back vents, relief vents or other branch vents are required in two or more branch intervals or stories.

p. Table 10-1. Section 1002.2.

Delete Table 10-1 and insert in lieu thereof the following Table 10-1:

TABLE 10-1
Horizontal Distance of Trap Arms
(except for water closets and similar fixtures)*

Trap Arm Size		Distance Trap to Vent	
Inches	Millimeters	Feet	Meters
1¼	31.8	5	1.52
1½	38.1	6	1.83
2	50.8	8	2.44
3	76.2	12	3.66
4 and larger	102 and larger	12	3.66

Slope one-fourth (¼) inch per foot (20.9 mm/m)

* The developed length between the trap of a water closet or similar fixture (measured from the top of the closet ring [closet flange] to the inner edge of the vent) and its vent shall not exceed six (6) feet (1.8m)

q. Section 410.5. Delete the paragraph beginning “Non-metallic shower subpans” and insert in lieu thereof the following:

Shower subpans or linings constructed of asphalt impregnated roofing felt shall not be permitted.

r. Section 603.3. Replace “listed reduced pressure principle backflow preventer” with “stainless steel dual check valve with an atmospheric opening” in Subsection 603.3.12.

s. Section 604.1. Delete the second and third sentences of the section and insert in lieu thereof the following: Asbestos-Cement, CPVC, PB, PE or PVC water pipe manufactured to recognized standards may be used for cold water distribution systems outside a building. CPVC and PB water pipe and tubing manufactured to recognized standards may be used for hot and cold water distribution systems within a building.

Add new sections 604.11 and 604.12:

604.11. Insert fittings and crimp rings for PB pipe and tubing shall comply with the requirements of ASTM F1380-92.

604.12. PB pipe and tubing for underground installations shall comply with the requirements of AWWA C902-88.

Add a note to end of Section 604.1:

NOTE: The use of plastic water supply pipe above grade inside certain licensed care facilities is prohibited by the rules of the Iowa department of inspections and appeals (481—subrules 60.11(4) and 61.11(4), Iowa Administrative Code).

t. Section 908.1. Delete “vertical” in the first sentence of the section.

u. to x. Rescinded IAB 6/4/97, effective 7/15/97.

y. Appendices. The appendices in this code are not approved as rules except as provided in subrule 16.400(1), introductory paragraph, although those other than E (mobile home parks) and I (private sewage disposal systems) may be used as a point of reference when circumstances warrant. The Iowa Administrative Code (IAC) 641—Chapter 15 provides the requirements for swimming pools and spas, and IAC 567—Chapters 49 and 69 provide the requirements for private water well and sewage disposal systems.

z. Amend Section 906.7 as follows:

Sec. 906.7. Change “two (2) inches (50.8 mm)” to “three (3) inches (76.2 mm).”

16.400(2) Backflow prevention. The Iowa department of public health has authority for this section of the code under IAC 641—25.6(135), Backflow prevention with containment. Cities of 15,000 population or greater as determined by the 1990 census or any subsequent special census shall enact a backflow prevention program with containment by January 1, 1996. The minimum requirements for a program are given in 641—subrules 25.6(1) to 25.6(5). These requirements are in addition to the applicable requirements of Subsection 603 of the Uniform Plumbing Code, 1994 edition.

a. Definitions. The following definitions are added to those in Section 2020 and Section 603.1.6 of the Uniform Plumbing Code, 1994 edition, or are modified from those definitions for the purpose of rule 641—25.6(135) only.

(1) Administrative authority. The administrative authority for this rule is the city council and its designees.

(2) Approved backflow prevention assembly for containment. A backflow prevention assembly which is listed by the University of Southern California-Foundation for Cross Connection Control and Hydraulic Research as having met the requirements of ANSI-AWWA Standard C510-92, “Double Check Valve Backflow-Prevention Assemblies,” or ANSI-AWWA Standard C511-92, “Reduced-Pressure Principle Backflow-Prevention Assemblies,” for containment. The listing includes the limitations of use based on the degree of hazard. The backflow prevention assembly must also be listed by the International Association of Plumbing and Mechanical Officials.

(3) Approved backflow prevention assembly for containment in a fire protection system. A backflow prevention assembly to be used in a fire protection system which meets the requirements of Factory Mutual Research Corporation (FM) and Underwriters Laboratory (UL) in addition to the requirements of 641—subrule 25.6(1), paragraph “a.”

(4) Containment. Containment is a method of backflow prevention which requires a backflow prevention assembly on certain water services. Containment requires that the backflow prevention assembly be installed on the water service as close to the public water supply main as is practical.

(5) Customer. The owner, operator or occupant of a building or property which has a water service from a public water system, or the owner or operator of a private water system which has a water service from a public water system.

(6) Degree of hazard. The rating of a cross connection or a water service which indicates if it has the potential to cause contamination (high hazard) or pollution (low hazard).

(7) Water service. Depending on the context, water service is the physical connection between a public water system and customer’s building, property or private water system, or the act of providing potable water to a customer.

b. Proposed water service.

(1) No person shall install, or cause to have installed, a water service to a building, property or private water system if it is found that contamination or pollution of the public water supply could occur unless the water service is protected by an approved backflow prevention assembly for containment.

(2) The administrative authority shall require the submission of plans, specifications and other information deemed necessary for a building, property or private water system to which a water service is proposed. The administrative authority shall review the information submitted to determine if cross connections will exist and the degree of hazard.

(3) The owner of a building, property or private water system shall install, or cause to have installed, an approved backflow prevention assembly for containment as directed by the administrative authority before water service is initiated.

(4) Reconstruction of an existing water service shall be treated as a proposed water service for purposes of rule 641—25.6(135).

c. Existing water service.

(1) The administrative authority shall publish the standards which it uses to determine the degree of hazard for a water service. These shall be consistent with standards published by the Iowa department of public health.

(2) Each customer shall survey the activities and process which receive water from the water service and shall report to the administrative authority if cross connections exist and the degree of hazard.

(3) The administrative authority may inspect the plumbing of any building, property and private water system which has a water service to determine if cross connections exist and the degree of hazard.

(4) If, based on information provided through 641—subrule 25.6(3), paragraphs “*b*” and “*c*,” the administrative authority determines that a water service may contaminate the public water supply, the administrative authority shall require that the customer install the appropriate backflow prevention assembly for containment.

(5) If a customer refuses to install a backflow prevention assembly for containment when it is required by the administrative authority, the administrative authority may order that water service to the customer be discontinued until an appropriate backflow prevention assembly is installed.

d. Backflow prevention assemblies for containment.

(1) Backflow prevention assemblies for containment shall be installed immediately following the water meter or as close to that location as deemed practical by the administrative authority.

(2) A water service determined to present a high hazard shall be protected by an air gap or an approved reduced pressure principle backflow prevention assembly.

(3) A water service determined to present a low hazard shall be protected by an approved double check valve assembly or as in 641—subrule 25.6(5), paragraph “*b*.”

(4) A water service to a fire protection system shall be protected from backflow in accordance with the recommendations of American Water Works Association Manual M14. Where backflow prevention is required for a fire protection system, an approved backflow prevention assembly for containment in a fire protection system shall be used.

e. Backflow incidents.

(1) The customer shall immediately notify the agency providing water service when the customer becomes aware that backflow has occurred in the building, property or private water system receiving water service.

(2) The administrative authority may order that a water service be temporarily shut off when a backflow occurs in a customer’s building, property or water system.

661—16.401(104B) Minimum toilet facility standard. The following table shall be used to determine the minimum number of plumbing fixtures which shall be installed for public use in places of assembly, restaurants, pubs and lounges constructed after March 1, 1997. Additions to or adding seating capacity in these types of occupancies shall require the installation of additional fixtures based upon the added number of occupants unless it can be shown that the present facilities comply for the total number of occupants including the additional occupants.

All water closets installed pursuant to this rule shall be water-efficient water closets complying with requirements of the U.S. Department of Energy.

MINIMUM PLUMBING FIXTURES

Type of Building or Occupancy	Water Closets (Fixtures per occupants)		Urinals** (Fixtures per occupants)	Lavatories (Fixtures per occupants)	
	Male	Female		Male	Female
Places of Assembly for Public Use, including but not limited to Theaters, Auditoriums, and Convention Halls	1:1-100 2:101-200 3:201-400 Over 400, add one fixture for each additional 500 males and one for each additional 125 females	3:1-50 4:51-100 8:101-200 11:201-400	1:1-100 2:101-200 3:201-400 4:401-600 Over 600, add one fixture for each additional 300 males	1:1-200 2:201-400 3:401-750 Over 750, add one fixture for each additional 500 persons	1:1-200 2:201-400 3:401-750
Restaurants, Pubs and Lounges*	1:1-50 2:51-150 3:151-300 Over 300, add one fixture for each additional 200 persons	1:1-50 2:51-150 4:151-300	1:1-150 Over 150, add one fixture for each additional 150 males	1:1-150 2:151-200 3:201-400 Over 400, add one fixture each additional 400 persons	1:1-150 2:151-200 3:201-400
Worship Places Principal Assembly Area	Male 1 per 150	Female 1 per 75	1 per 150	1 per 2 water closets	

*Restrooms in restaurants which have occupancies of 50 or less comply with these requirements if they have one water closet and one lavatory.

**Urinal requirements apply only to male-only restrooms.

1. The division of occupancy is to be based upon one half being male and one half being female. The number of occupants shall be determined by use and the occupancy class of the state building code or the local building code which is in effect.
2. The number of fixtures may be graduated within the group. Example: 8:101-200
4 fixtures are required for 100 persons.
5 fixtures are required for 101-125 persons.
6 fixtures are required for 126-150 persons.
7 fixtures are required for 151-175 persons.
8 fixtures are required for 176-200 persons.
3. Accessibility for the physically disabled shall be provided as required by Division VII of the state building code.
4. Building categories not shown on this table shall be considered separately by the state building code commissioner.

This rule is intended to implement Iowa Code section 104B.1.

661—16.402(103A) Fuel gas piping.

- 16.402(1)** Fuel gas piping shall comply with 661—Chapter 5, Iowa Administrative Code.
- 16.402(2)** Reserved.

661—16.403 to 16.499 Reserved.

DIVISION V

661—16.500(103A) One- and two-family dwelling rules and regulations.

16.500(1) *Adoption.* The One and Two Family Dwelling Code, Parts II to VIII, Appendices A and B, 1992 edition, published by the Council of American Building Officials, 5203 Leesburg Pike, Falls Church, Virginia 22041, is adopted as an optional alternate for one- and two-family dwellings, with the following deletions and amendments:

- a. Delete Sections R-102 to R-117 of Chapter 1 and refer to Parts 1, 2 and 3 of Division I of this code for Legislative, Administrative and Scope provisions.
- b. Delete Table No. R-201.2, including the footnotes and insert in lieu thereof the following:

TABLE NO. R-201.2

Roof Snow ¹ Load lbs. per sq. ft.	Wind ³ Pressure in lbs. per sq. ft.	Seismic Conditions by Zone	Frost ² Line Depth ft.	Subject to Damage from		
				Weathering	Termite	Decay
30	25 less than 30 ft. high 30 to 49 ft. high 40-50 to 99 ft. high	0	3.5	Based on local conditions	Based on local conditions	Based on local conditions

- 1. This is a minimum load and shall be increased where drifting may occur. Snow loads in excess of 20 pounds per square foot may be reduced as in UBC 1605.4.
- 2. Increase if local conditions have indicated deeper frost penetration in the past.
- 3. The wind pressure shall be considered as acting upon the gross area of the vertical projection of that portion of the building or structure measured above the average level of the adjoining ground. The wind design procedures as outlined in Section 1613, Volume 2, Division II of the UBC may be used in lieu of these loads.
- c. Revise the first sentence of Section R-210.2 to read as follows:
Basements which have habitable rooms and every sleeping room below the fourth story shall have at least one operable window or exterior door approved for emergency egress or rescue.
- d. Add a note to Table No. R-304.3b on page 32 to read as follows:
NOTE: The provisions of amendment “k” of subrule 16.140(1) of Part 4 of Division I of this code may be used as an acceptable method of reinforcement for masonry and concrete foundations.

e. Add an unnumbered paragraph to Section P-2203.3.4 to read as follows:

Lead solders and flux containing more than 0.2 percent lead shall not be used for any water piping connections.

f. Add an unnumbered paragraph to Section P-2202.1 to read as follows:

The requirements for backwater valves shall be as determined by the local officials. However, when backwater valves are required they shall consist of manually operated valves. In addition, approved automatic operating valves may be added but are not required.

g. Section P-2206.11 Use of Copper Tubing. Notwithstanding the requirements for the use of copper tubing in this chapter the following applies:

(i) Copper tubing for underground drainage and vent piping shall have a weight of not less than that of copper drainage tube type L.

(ii) Copper tubing for water piping shall have a weight of not less than type M, except underground water piping shall be a weight of not less than type K.

h. Add an unnumbered paragraph to Section P-2403.1 to read as follows:

Plastic pipe and fittings used for hot water distribution shall be manufactured and tested to recognized standards specifying a tolerance to temperatures of 210° F at a pressure of 150 pounds per square inch, and so marked by an approved testing agency. Plastic pipe and fittings meeting lower temperature and pressure rating used for cold water distribution piping shall be separated from any source of hot water by an approved thermal break.

i. Delete Part VI (page 270) and insert in lieu thereof the following:

PART VI — Electrical

The electrical requirements shall conform to the provisions of the National Electrical Code 1996 edition (National Fire Protection Association 70-1996) adopted by rule 661—16.200(103A) which apply to one- and two-family dwellings.

j. Delete the requirements of Part VII (page 270) and insert in lieu thereof the following:

The energy conservation requirements shall conform to the provisions of Division VIII rule 661—16.800(103A) of this code which apply to one- and two-family dwellings.

ENERGY CONSERVATION

The energy conservation requirements shall conform to 661—16.800(103A) of the Iowa state building code, Division VIII, thermal and lighting efficiency standards.

16.500(2) *Application.* The use of the one- and two-family dwelling code as an alternate method of construction for one- and two-family dwellings by a governmental subdivision (See 661—16.120(103A)) or a manufacturer for use in the construction of factory-built structures under the requirements of Division VI of this code (See 661—16.600(103A)) voids all provisions of Division I, Part 4, Division III and Division IV which apply to one- and two-family dwellings.

661—16.501 to 16.599 Reserved.

DIVISION VI
PART 1**661—16.600(103A) Factory-built structures rules and regulations.**

661—16.601 to 16.609 Reserved.

661—16.610(103A) “Modular factory-built structures.” Division VI, Part 1, contains the rules and regulations which are to apply to all factory-built structures which are not specifically included in Part 2 of this division.

16.610(1) *Authority to promulgate rules.* Provisions contained within all sections of Part 1 are authorized under Iowa Code section 103A.9.

16.610(2) *Scope and applicability.* The provisions contained within Part 1 shall apply to the following:

a. Plan evaluation, manufacture, inspection, and installation of “modular factory-built structures,” of closed-type construction and of open-type construction for those manufacturers who have by option chosen to have their building component, assembly or system considered to be closed construction.

b. Approval by the commissioner or the commissioner’s designated representative of an organization or person referred to as a third-party agent, or independent inspection agency.

c. All “modular factory-built structures” manufactured for installation in Iowa after February 1, 1973.

d. Every modular factory-built structure, building, building system, component, assembly or system manufactured for installation in Iowa on or after February 1, 1973, shall bear a seal issued by the commissioner which certifies that the unit complies with the code and that the certificates and approvals required by these rules have been submitted or obtained.

e. Every modular factory-built structure, building, building system, component, assembly, or system which was manufactured before February 1, 1973, and which is being installed in Iowa for the first time shall have a seal attached attesting that it complies with the code and that the certificates and approvals have been submitted to the commissioner.

f. Modular factory-built structures moved or relocated after the first installation in Iowa shall comply with the applicable codes and zoning restrictions of the jurisdiction into which it is being moved or relocated.

16.610(3) Definitions. Definitions in Division I of this code also apply to Division VI. These definitions also apply to all parts of Division 6. This subrule covers terms and definitions that are defined for purposes of clarification when used in Division VI.

“Building.” A combination of materials, whether portable or fixed, to form a structure affording facilities or shelter for persons, animals or property. The word “building” includes any part of a building unless the context clearly requires a different meaning.

“Building component.” Any part, subsystem, subassembly, or other system designed for use in, or as part of, a structure, including but not limited to: structural, electrical, mechanical, fire protection, or plumbing systems, and including such variations thereof as are specifically permitted by regulation, and which variations are submitted as part of the building system or amendment thereof.

“Certificate of compliance.” A certification which is filed with the commissioner which indicates that the third-party agency has approved specific models or model groups of factory-built structures as meeting the state building code. (See 16.610(14)“d” and 16.610(17).)

“Closed construction.” Is any structure, building, component, assembly or system manufactured in such a manner that all portions cannot be readily inspected at the installation site without disassembly, damage to, or destruction thereof.

“Code compliance certificate.” Is the certificate prepared by an approved manufacturer and submitted by the manufacturer for each unit which is to be installed in Iowa and includes an Installation Certificate. (See subrules 16.610(19) and 16.610(20).)

“Component.” Any part, material or appliance which is built in as an integral part of the factory-built structure during the manufacturing process, or any factory-built system, subsystem or assembly not approved as part of a unit, section, or module.

“Evaluation or inspection agency.” Is an approved person or organization, private or public, determined by the commissioner to be qualified by reason of facilities, personnel, experience and demonstrated reliability and independence of judgment, to investigate, evaluate and approve factory-built structures or buildings, building components, building systems, and compliance assurance programs.

“Factory-built structure.” Is any structure, building, component, assembly or system which is of closed construction and which is made or assembled in manufacturing facilities, on or off the building site, for installation or assembly and installation, on the building site. Factory-built structures may also mean, at the option of the manufacturer, any structure or building of open construction, made or assembled in manufacturing facilities away from the building site, for installation, or assembly and installation, on the building site. Factory-built structure also means “factory-built unit.”

“Independence of judgment.” Means not being affiliated with or influenced by or controlled by building manufacturers or producers, suppliers, or vendors of products or equipment used in factory-built structures or buildings and building components in any manner which is likely to affect their capacity to tender reports and findings objectively and without bias.

“Manufacturer’s bill of sale” means any document, certificate, sales receipt, etc., signed by the manufacturer or importer that the modular factory-built structure described has been transferred to the person or dealer named. The document shall have attached a copy of the 3A section of the Code Compliance Certificate or shall contain at least the make, model year, manufacturer’s serial number, Iowa model approval number and the code compliance seal number of the unit.

“Model or model groups.” One or more manufacturer-designed modular homes which can constitute one model group.

“Modular.” A general term to describe all factory-built structures which are not manufactured homes, manufactured home add-on units, or temporary field construction offices, as defined in Part 2, at 661—16.620(103A). Modular includes, but is not limited to, panelized units, components, sections and modules.

“Module.” A unit or a section which is assembled in its final form and transported in such a manner.

“Open construction.” Is any structure, building, component, assembly or system manufactured in such a manner that all portions can be readily inspected at the installation site without disassembly, damage to, or destruction thereof.

“Seal” or “insignia.” A device or insignia issued to the manufacturer by the commissioner for affixing to a factory-built structure or system evidencing compliance with the code.

“Section.” A division of a factory-built structure that must be combined with other sections to form a complete structure.

“Structure.” That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner except transmission or distribution equipment of public utilities. The word “structure” includes any part of a structure unless the context clearly requires a different meaning.

“Testing agency.” An organization approved by the commissioner which:

1. Is qualified and equipped for the testing, observation, evaluation, or approval of building components, construction, materials, equipment, or systems as regulated by approved standards;
2. Is not under the jurisdiction, affiliation, influence, or control of any manufacturer or supplier of any industry;
3. Makes available a published report in which specific information is included certifying that the equipment and installations listed or labeled have been tested and found acceptable according to approved standards.

“Third-party agency.” Is an approved person or organization, private or public, determined by the state building code commissioner to be qualified to act as an evaluation, inspection, testing, or listing agency, as defined in this section.

“Unit.” A single factory-built structure approved by the state building code commissioner. Units may be combined to form a larger complex structure or may be a combination of sections.

16.610(4) *Administration.* This section covers the basic requirements for constructing modular structures and all of the administrative procedures under which the modular program functions including methods of certification approval and manufacturing requirements, inspection and installation.

16.610(5) *Modular construction requirements.* All factory-built structures not designated as a manufactured home, manufactured home add-on or a temporary field construction office shall be constructed to the requirements in Division I, Part 4, Division II, Division III, Division IV, or the alternate method of construction as provided for in Division V, Division VII whenever applicable and Division VIII of the state building code.

16.610(6) *Modular installation requirements.* All factory-built structures designated as modular units shall be installed according to the manufacturer’s approved installation drawings and any additional state-approved requirements. All approvals shall be part of the third-party certification agency approval for their respective manufacturer. In addition, all installations shall comply with local building codes for items not included as part of the state approval and local zoning requirements whenever applicable.

Modular installers shall obtain approval as required by rule 661—16.622(103A).

Modular installation seals shall be obtained and attached upon completion and the installation certificate shall be completed and filed as per subrule 16.610(20).

16.610(7) *Procedures for approval.* The method of third-party certification and approval shall be used. The manufacturer shall contract with third-party agencies for third-party approvals and notify the building code commissioner of the intent to manufacture units to be installed in Iowa and the name of the third party or parties to be used.

The third-party agency (or agencies) shall also notify the commissioner that they have entered into a contract to perform services with the manufacturer.

Third-party approvals are required for plan and design approval, plant facilities approval and a continuing inspection of units during manufacture.

The manufacturers shall submit plans to the third-party agency or agencies for review and approval. After the plans, the plant facilities, and an inspection procedure have been approved by the third-party agency or agencies the manufacturer shall submit a compliance certificate on the form supplied by the commissioner for each model or model group. The commissioner will assign an Iowa approval number for those models included in the approval.

At the time of production of units for installation in Iowa the manufacturer shall obtain from the commissioner Iowa insignia seals for manufacture and installation, to be attached to the units at the time of manufacture and installation, as well as code compliance and installation certificates.

16.610(8) *Requirements and procedures for obtaining third-party agency approval.*

a. The commissioner or the commissioner's designated representative shall be responsible for approving any person, state or organization who submits an application to the commissioner for approval and whose application is accompanied by written material evidencing that said agency is:

1. Capable of discharging without bias the responsibilities assigned by these regulations.
2. Not under the jurisdiction or control of any manufacturer or supplier of any industry.
3. Professionally competent with independence of judgment to perform the function for which commissioned.
4. Qualified to submit all findings regarding code compliance in a detailed report to the commissioner.
5. Willing to be inspected and reviewed by the commissioner for all phases of work.

b. The commissioner, in considering the information supplied with the application for approval, may limit the agencies' approval to particular types of factory-built structures, buildings, building systems, components, assemblies or systems.

c. Other states wishing to exercise application with this state in order to act in the capacity of an approved third-party agency, may do so provided that:

1. The state laws for issuing seals or insignia for code compliance are equally effective as those specified in this code.
2. The conditions in "1" are enforced in their state.
3. Other states agree to monitoring of this reciprocal agreement by representatives of this state assigned by the commissioner.
4. Violations of any condition as part of the reciprocal agreement may be deemed just cause for revocation or suspension of this agreement by the commissioner.

16.610(9) *Third-party agency responsibilities.*

- a. Evidence of approval by the state must be on file at each manufacturing facility.
- b. Notify the commissioner when they have contracted with a manufacturer to serve as their third-party agency.
- c. Manufacturer plans and specifications must be approved by the third-party agency.
- d. File of all plans and documents must be maintained at each manufacturing facility and in the third-party agency office.
- e. Send a report to the commissioner stating that the plans and specifications are in compliance with the Iowa state building code.
 1. Plans and specifications are not necessary for submittal with this report.
 2. A list of approved models for each manufacturing facility.
 3. Verify that all engineering documents have been signed by a registered engineer or architect.
 4. Update the report as necessary.
 5. Indicate approval of installation procedures for all of these structures as well as the personnel who will be doing the installation. However, installation of factory-built structures shall be, in addition to provisions of this code, in accordance with any local ordinances which apply. (That is, those construction processes which are not included as part of the state approval.)
- f. Notify the manufacturer of plans and specifications approval including model numbers for use in preparing certificates of compliance.
- g. Inspect manufacturing facilities and review or establish a quality control program and test procedure.
- h. Notify the manufacturer of facilities approval for use in preparing certificates of compliance.
- i. Prepare an inspection manual to be used by the third-party inspectors and the commissioner. This manual shall be on file at each manufacturing facility.
- j. Report to the state outlining in-plant procedures and include a typical inspection checkoff sheet.
- k. Notify the manufacturer when in-plant inspection program is in force for use in preparing certificates of compliance.
 - l. Report each quarter to the state for each manufacturer and submit information as follows:
 1. Account for all Iowa seals used by each manufacturer during the quarter.
 2. Manufacturer's serial number and model number.
 3. Third-party seal number.
 4. Iowa seal number.
 5. The portion of the unit which was actually inspected during an in-plant inspection.

16.610(10) *Third-party agency documentation and plan verification.* The third-party agency will be responsible for the investigation, evaluation, review of test results, of plans and documents, and each revision thereto submitted to the agency by the manufacturer with which it has a contract for compliance with applicable requirements set forth in this code. Such a review shall include but not be limited to:

- a. All documentations and plans shall indicate the manufacturer's name, office address, and manufacturing facility address.
- b. Manufacturer's plans shall show all elements relating to specific systems on drawings properly identifiable.

c. Each plan which contains material requiring engineering evaluation shall bear the signature and seal of a registered architect or engineer.

d. The plans shall also indicate the method of evaluation and inspection for all required on-site testing of each system.

e. Plans shall designate all work to be performed on site, including all system connections, equipment and appliances and all work performed within the plant.

f. Space shall be provided on all sheets of plans near the title box for the approved stamp.

g. Individual system design or any structural design or method of construction and data shall be in accordance with the Iowa state building code. Plumbing, electrical, heating and mechanical systems constitute individual system designs.

h. Grade, quality, and identification of all materials shall be specified.

i. Design calculations and test reports shall be submitted when specified or required.

j. Plans shall be drawn to scale.

k. Plans shall indicate the location of the approved seal and data plate locations.

l. Copies of approved plans showing third-party agency approval shall be on file at each manufacturing facility or made readily available.

m. Review and approval of all installation procedures must conform to the following:

1. Crews performing installation which are under the jurisdiction of the unit manufacturer or the manufacturer's designee, are approved as competent by the authorized third-party agency.

2. Copies of the installation manual must be available during installation for use by the commissioner or the commissioner's representative or by the local building official.

16.610(11) *Third-party agency plant investigation for quality control.* All manufacturing facilities shall be inspected to the performance objectives as stated in the Iowa state building code. These include as follows:

a. Review of the manufacturer's quality control manuals or establishing a quality control procedure to ensure code compliance.

b. Implementation of inspection and test procedures which will control the quality of fabrication and workmanship.

c. Making a complete report to the commissioner that includes certification of all manufacturing procedures.

16.610(12) *Third-party agency in-plant inspections.* To ensure compliance with the approved specifications and plans and the Iowa state building code and in conjunction with monitoring each manufacturer's quality control program, every approved third-party agency shall:

a. Maintain a record of inspections and such records shall be reported to the commissioner every quarter and include the seal report.

b. Witness and verify all required testing in accordance with the quality control manual.

c. Certify that all seals are being attached as required and only after each unit meets the code requirements.

d. Prepare a detailed inspection manual that specifies the third-party agency procedures in making the required inspections and have this manual available for use by the commissioner or the commissioner's representative when periodic monitoring is performed.

e. One hundred percent inspection is not required, however some part of every unit is required to be inspected. A complete inspection of a typical structural, plumbing, heating and electrical system shall be made each visit to the manufacturing facility.

16.610(13) *Reapproval of third-party agencies.* Any agency approved by the commissioner or the commissioner's designated representative must file for reapproval annually. Such application for reapproval may be filed at any time from the forty-fifth day prior to the scheduled annual expiration date of the current approval. The applying third-party agency seeking reapproval shall completely and accurately furnish all pertinent information as is necessary to make current the information previously submitted to the commissioner or the commissioner's representative as part of its original application for approval and all subsequent applications for reapproval. The application for reapproval shall then become a permanent record of the department administering the provisions of the code. Should there be no change in the status of the applying agency from its original application for approval, an affidavit to that effect shall suffice for consideration of approval.

16.610(14) *Requirements and procedures for modular manufacturers.*

a. Every manufacturer shall be responsible for all corrective actions required and the contractual agreement that each has with the approved third-party agency shall not diminish this responsibility.

b. Every manufacturer shall notify the building code commissioner that the manufacturer's facility desires to construct units which are to be installed in the state of Iowa.

c. Every manufacturer shall contract with an approved third-party agency to perform all duties listed in 5.610(9), 5.610(10), 5.610(11), and 5.610(12). The commissioner will furnish a list of approved third-party agencies upon request.

d. Every manufacturer shall file certificates of compliance with the commissioner for each model or model group, after all third-party reviews are completed. Whenever additional models or changes are proposed, the manufacturer shall file additional certificates of compliance or request that additions be made to existing model lists.

e. Every manufacturer shall notify the commissioner in writing within 60 days after the effective date of this code, the current Iowa approval(s) number that the manufacturer has been assigned and the models which will be manufactured to these standards. Approvals which have not been reaffirmed within this 60-day period shall be considered to be canceled.

f. Every manufacturer shall purchase Iowa seals from the office of the commissioner in accordance with requirements of 5.610(22).

g. All units or sections shall have seals if manufactured after February 1, 1973, and if they are to be installed in Iowa. Regardless of manufactured date, all units being installed in Iowa for the first time shall have a seal attached.

h. Every manufacturer shall complete and furnish compliance certificates and installation certificates in accordance with the requirements of 16.610(19) and 16.610(20).

16.610(15) *Manufacturer's data plate for modular units.* The following information shall be placed directly or by reference on one or more permanent manufacturer's data plates in the vicinity of the electrical distribution panel box or in some other designated location that is readily accessible for inspection.

a. Manufacturer's name and address.

b. Serial number of the structure or unit.

c. Model designation and name of each of the manufacturers of major factory-installed appliances.

d. Wherever applicable, identification of permissible type of gas for appliance and direction for water and drain connections.

- e. Name and date of the standards complied with in construction of this structure or unit.
- f. The seal serial number.
- g. Design loads and special conditions or limitations.
- h. Date of manufacture.
- i. Electrical ratings. Instructions and warnings on voltage, phase size and connections of units and grounding requirements.

16.610(16) *Changes and alterations to factory-built structures.*

a. Changes to approved plans, drawings or installation instructions proposed by the manufacturer or third-party agency are to be requested in writing and submitted to the building code commissioner. All work being performed in the manufacturing plant that is affected by these changes will not proceed until written approval is received from the commissioner. Where these changes do not affect code compliance, then approval is permitted when changes are authorized through the third-party agency and said changes are then incorporated into the design documents.

b. The commissioner shall notify the manufacturer and the third-party agency of all amendments, deletions or additions to the code provisions and the commissioner shall allow the manufacturer a reasonable time frame in which to submit a request for a change in plan approval, if required, in order to conform to the code change.

c. Basic changes in manufacturing facility locations, company name or address changes, and changes resulting in companies changing ownership or dissolving their business are all to be reported promptly to the commissioner, in writing, generally within a two-week period after said change was made. The manufacturer shall also notify the third-party agency of said changes.

d. Alterations to factory-built structures pursuant to the construction, plumbing, heat producing, electrical equipment or installation or fire safety in a unit after an Iowa seal has been affixed are all considered to be subject to the same requirements that exist for any structure within the local jurisdiction.

e. The following shall not constitute an alteration to a factory-built structure.

- (1) Any repairs to approved component parts.
- (2) Conversion of listed fuel-burning appliances in accordance with the terms of their listing.
- (3) Adjustment and maintenance of equipment installed in the factory-built structure.
- (4) Replacement of equipment in kind.

16.610(17) *Certificate of compliance.* The manufacturer shall provide the building code commissioner with a certificate of compliance for each model or model group of the approved modular design. This certification shall be on a copy of Form ISBC-3 and shall include the following:

a. Model or model group number which will appear on the data plate and compliance certificate.

b. The signature of an authorized representative of the manufacturer.

c. The name of the third-party agency certifying compliance with the code, for each of the three certifications.

d. Evidence of code compliance certified by the third-party agencies, for the specific model or model group being submitted.

e. The type of Iowa seal and prefix letters which will be attached to the modular structure.

16.610(18) *Limitations.* For all types of structures other than one- and two-family dwellings, there shall be, with the certificate of compliance, an attached statement which sets out the limitations of the structure based on site conditions, type of construction, area, and height limitations. A statement to the effect that the structure should not be used except where it meets these conditions will not be acceptable.

16.610(19) Code compliance certificates. Each manufacturer will be provided with a combination code compliance and installation certificate by the building code commissioner when seals are purchased as per subrule 16.610(22). The manufacturer shall complete this form and distribute it as follows:

a. Copy 1A is returned to:

State Building Code Bureau
Department of Public Safety
Wallace State Office Building
Des Moines, Iowa 50319

b. Copy 2A is retained for plant records and to be used to make additional copies if necessary. An additional copy shall accompany other shipping documents carried by the transporter and be available for inspection by any authorized official or department.

c. The remainder of the compliance certificate is forwarded to the dealer, distributor, or any other person who is to obtain a local building permit, or oversee installation.

16.610(20) Installation certificates. The installation certificate portion of the supplied combination certificate (see 16.610(19)) shall be partially completed by the manufacturer at the same time the code compliance certificate is prepared and made part of the documents shipped with the unit and completed by the local building official or the installer.

a. When a building permit is required, Forms 1B, 3A, and 3B are presented to the local building official at the time application is made for a permit. The building official shall sign Forms 1B and 3B and forward Form 1B to the commissioner at the address designated in this section.

b. When a building permit is not required, Forms 1B and 3B are signed by the installer and forwarded to the commissioner at the address designated in this section.

16.610(21) Certification seals. There shall be two seals attached to every factory-built structure which is installed in Iowa.

a. Every module, unit, section, or component shall have a state seal securely affixed at the manufacturing facility to show that the manufactured unit is in compliance with the code. When components and systems are included within a module, section or unit and have been approved by the third-party agency to be part of that module, section or unit, only one seal is required for the module, section, or unit. A series of panels which make up the final unit when assembled at the site, and where approved in that manner, require only one seal.

b. Every completed unit when installed at the final site shall have an installation seal attached to show that the installation is in compliance with the requirements of this code.

16.610(22) Seal issuance. The state seal shall be issued by the state building code commissioner upon application and after approval of the plans and manufacturing procedures have been certified by the third-party agency evidencing compliance with this code. Applications for seals shall be made to the commissioner on the supplied form and include the following:

a. Number of seals requested for each type of seal and the letter prefix when required.

b. Iowa model or system approval numbers and third-party agency or agencies included.

c. Reference to manufacturing procedures approval and third-party agency or agencies involved.

d. A statement by the applicant that consent is given for inspection and investigation by the state at all reasonable hours.

e. The seal fees.

16.610(23) *Seal types and prefixes.* When ordering seals the manufacturer shall indicate the number of each type of seal requested and the letter prefixes required. MOD type seals shall be attached to all modular units which are as constructed to provisions of Division VI, subrule 16.610(5). Prefix letters (A, B, C, D, etc.) shall be required on seals for all multiple-sectioned structures and the seal numbers shall be identical except for the prefix letters. Prefix letters are not required for single-unit structures.

16.610(24) *Seal placement on modular units.* Every seal shall be assigned and securely affixed to a specific section or unit. Assigned seals are not transferable and are void when not affixed as assigned and all such seals shall be returned to or may be confiscated by the commissioner. The seal shall remain the property of the commissioner in the event of violation of the conditions of approval. Every seal shall be placed and affixed to each section or unit in a readily visible location.

16.610(25) *Denial and repossession of seals.* Should investigation or inspection reveal that a manufacturer is not constructing modular units in accordance with the plans approved by the third-party agency, 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 units in violation of these rules and the code, applications for new seals shall be denied and the seals previously issued shall be confiscated. Upon satisfactory proof of compliance such manufacturer may resubmit an application for seals.

16.610(26) *Seal removal.* In the event that any unit bearing the seal is found to be in violation of the code, the commissioner may remove the seal (after furnishing the owner or the owner's agent with a written statement of such violations). No new seals shall be issued until proof of corrections has been submitted to the commissioner.

16.610(27) *Lost or damaged seals.* When or if a seal has been lost or damaged, the commissioner shall be notified immediately in writing by the manufacturer. The manufacturer shall identify the unit serial number, and when possible, the seal number.

- a.* All seals that are damaged shall be promptly returned to the commissioner.
- b.* Lost and damaged seals shall be replaced by the commissioner with a new seal upon payment of the seal fee as provided in this section.

16.610(28) *Return of seals.* When a manufacturer discontinues production of a unit carrying plan approval, the manufacturer shall within ten days advise the commissioner of the date of such discontinuance and either return all seals allocated for such discontinued unit or assign said seals to other approved units.

16.610(29) Fees.

a. *Form of remittance.* All remittances shall be:

1. In the form of checks or money orders.
2. Payable to: Treasurer, State of Iowa.
3. Addressed to:

State Building Code Bureau
 Department of Public Safety
 Wallace State Office Building
 Des Moines, Iowa 50319

b. *Seal fees.*

1. Modular code compliance seals

No prefix or "A" prefix	\$30.00 per seal
B,C,D,E, etc. prefixes	\$10.00 per seal
Replacements	\$10.00 per seal
2. Modular installation seals

Replacement seals	\$ 7.50 per seal
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c. *Other fees.* For all other services furnished by the commissioner which are not direct administrative duties of the commissioner's office, such as, but not limited to: obtaining consultants for review and evaluation of approval applications, or obtaining reviews from the national code writing organizations, a fee equal to the direct expense shall be charged.

16.610(30) Local issuance of building permits.

a. The issuance of building permits and occupancy permits shall be in accordance with local ordinances and Iowa Code sections 103A.19 and 103A.20.

b. Local building codes and regulations shall apply to all parts of any project which are not included in the state approval of either the manufactured structure or the installation procedure.

c. Nothing in these rules or the state building code exempts any factory-built structure from the requirements of local zoning or site condition requirements.

16.610(31) Noncompliance to code provisions. Any noncompliance or unauthorized deviation with the provisions of this code from the approved plans or production procedures shall be just cause for the revocation of the plan approval and the return of the seals.

661—16.611 to 16.619 Reserved.

DIVISION VI
PART 2

661—16.620(103A) Manufactured home construction. (Previously called mobile home.)

16.620(1) Authority to promulgate rules. Pursuant to Public Law 93-383, Section 604, of the National Manufactured Home Construction and Safety Act of 1974, specified in 42 U.S.C. 5403 and signed into law on August 22, 1974, the authority to promulgate rules and regulations in order to establish federal manufactured home construction standards and procedures of enforcement were established by Congress and subsequent provisions for their implementation were so granted to the United States Department of Housing and Urban Development (HUD). Title VI of this Act authorizes the secretary of HUD to promulgate the federal standards and to issue the rules and regulations to ensure adequate administration and enforcement of such standards.

16.620(2) *Scope and applicability.*

a. Provisions contained within Part 2 shall apply to all factory-built structures defined as a "manufactured home" in subrule 16.620(4) of Part 2. These regulations shall govern manufactured homes that enter the first stage of production on or after June 15, 1976, and manufactured homes that entered the first stage of production prior to June 15, 1976, to which HUD (Department of Housing and Urban Development) labels were affixed. These provisions supersede all local, state, or other governmental regulations for manufactured home standards and are applicable for every manufactured home unit newly manufactured and offered for sale in the United States and its governing territories. These provisions do not apply to the following:

(1) Factory-built structures which comply with the requirements of Division VI, Part 1 of the state building code.

(2) Manufactured homes manufactured for installation in the state of Iowa on or after February 1, 1973, and prior to June 15, 1976.

b. Construction of multifamily manufactured homes, manufactured home add-on units, and temporary field construction offices will be covered by the provisions of Division VI, Part 2, however, the administration and the enforcement of the rules and regulations will apply as specified in Division VI, Part 1 for modular structures. These units will not bear a seal issued by the Department of Housing and Urban Development, but will bear an Iowa seal and be governed by all seal provisions outlined accordingly in Division VI, Part 1.

16.620(3) *Manufacture of units prior to June 15, 1976.* Manufactured home units, add-on units, multifamily manufactured homes and temporary field construction offices that were manufactured for installation in Iowa prior to June 15, 1976, which established the effective date of the HUD standard, shall have been constructed to the standards of manufactured homes of the Iowa state building code which was in effect at the time of manufacture.

16.620(4) *Definitions and terms.* Terms and definitions for purposes of clarification when used in Part 2. (See also subrule 16.610(3).)

"Anchoring equipment." Straps, cables, turnbuckles, clamps, clips, and other fasteners including tensioning devices, which are used with ties to secure a manufactured home to ground anchors.

"Anchoring system." A combination of ties, anchoring equipment, and ground anchors that will, when properly designed and installed, resist overturning and lateral movement of the manufactured home from wind forces.

"Approved installer." Approval by the commissioner or the commissioner's designated representative of a person, dealer, agency or organization, qualified to inspect, or install ground anchoring and support systems for manufactured homes or other manufactured structures, who installs units, for others, at a site of occupancy by attaching support and anchoring systems, and is familiar with and has agreed to comply with these installation procedures.

"Certificate, installation." The certificate provided by the installer to both the commissioner and the owner which warrants that the installation system complies with these rules. When an installer installs only the support system or anchorage system, an installation certificate shall also be completed and copies distributed accordingly for each installation and with the applicable information completed on the certificate pertinent to that type of installation (see subrule 16.623(5)).

"DAPIA." A design inspection agency approved by HUD to perform in-plant design reviews on all drawings and specifications in order to provide compliance to the HUD standard for manufactured home construction.

“Diagonal tie (frame tie).” A tie intended primarily to resist horizontal or shear forces and which may secondarily resist vertical, uplift, and overturning forces.

“Ground anchor.” Any device at the manufactured home site designed to transfer manufactured home anchoring loads to the ground.

“IPIA.” A production inspection agency approved by HUD to perform the in-plant quality assurance inspection programs within manufactured home manufacturing facilities.

“Label or certification label.” The approved form of certification by the manufacturer that is affixed to each transportable section of each manufactured home manufactured for sale to a purchaser in the United States or its governing territories.

“Main frame” (Chassis). The structural component on which is mounted the body of the manufactured home.

“Manufactured home.” (Previously called mobile home.) A structure transportable in one or more sections which when erected on site measures 8 body feet or more in width and 40 body feet or more in length or when erected on site is 320 or more square feet in area, and which is built on a permanent chassis and designed to be used as a dwelling unit with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning and electrical systems contained therein.

“Manufactured home add-on.” A structure which is designed and produced and to be made an integral part of a manufactured home and will be considered part of the manufactured home, when attached thereto.

“Manufacturer’s statement of origin” means a certification signed by the manufacturer or importer that the manufactured home described has been transferred to the person or dealer named and that the transfer is the first transfer of the manufactured home in ordinary trade and commerce. In addition to the information required by the Iowa Department of Transportation definition 761—subrule 421.1(2), the label number required by the federal regulations Section 3282.362(c)(2) 24 CFR Chapter XX shall be included. (This number is commonly known as the HUD number.) The terms “manufacturer’s certificate,” “importer’s certificate,” “MSO” and “MCO” shall be synonymous with the term “manufacturer’s statement of origin.”

“Multifamily manufactured home.” Manufactured homes designed and manufactured with more than one living unit.

“Pier.” That portion of the support system between the pier foundation and the manufactured home exclusive of caps and shims.

“Pier foundation (footing).” That portion of the support system that transmits loads directly to the soil, and shall be sized to support the loads shown herein.

“SAA.” A state administrative agency approved by the Department of Housing and Urban Development to participate in the enforcement of all provisions to which a manufactured home is regulated under the HUD standard.

“Seal, installation.” Is an insignia issued by the commissioner which is attached to a manufactured home by the installer to certify that the installation is in compliance with the requirements of the state building code.

“Stabilizing system (tie-down system).” A combination of the anchoring system and the support system when properly installed. Therefore, components of the anchoring and support systems such as piers, pier foundations, ties, anchoring equipment, anchors, or any other equipment which supports or secures the manufactured home to the ground, shall be defined as stabilizing devices. For the purposes of this code the definition of a stabilizing system and the definition of a tie-down system shall be one and the same.

“Support system.” A combination of pier foundations, piers, caps, and shims that will, when properly installed, support the manufactured home.

“Temporary field construction office.” A factory-built structure used at a construction site as an office facility by the personnel engaged in the construction of another structure or project. The intent of this structure is to remain on the job site only as long as necessary during the construction and then be removed before construction is completed.

“Tie.” Strap, cable or securing device used to connect the manufactured home to ground anchors.

“Tie-down system (stabilizing system).” Means a ground support system and a ground anchoring system used in concert to provide anchoring and support for a manufactured home.

“Vertical tie (over-the-top).” A tie intended to resist the uplifting and overturning forces. This tie may continue over-the-top but if properly attached may only extend partway up each side.

16.620(5) *Administration.* This section covers the basic requirements for constructing manufactured homes and all of the administrative procedures under which the manufactured home program functions including information pursuant to certification, approval and manufacturing requirements. This section also applies to those structures defined in subrule 16.620(4) of Part 2 as manufactured home add-on units, temporary field construction offices and multifamily homes. There are also included within Part 2, (661—16.621(103A)) sections dealing with installation procedures and information pursuant to the handling of consumer complaints (16.620(15)) consistent with the duties of the state of Iowa to be performed as a State Administrative Agency (SAA) in conjunction with the manufactured home program.

16.620(6) *Manufactured home construction requirements.* All factory-built structures that are defined as a manufactured home under subrule 16.620(4) of Part 2, shall be constructed to the standards as promulgated by the United States Department of Housing and Urban Development hereafter referred to as HUD. These standards were published as final rules in the December 18, 1975, issue of the Federal Register, Volume 40, No. 244, and will be amended from time to time. These standards are herein adopted and apply to all manufactured homes manufactured after June 15, 1976. All provisions for manufactured home procedural and enforcement regulations are covered within the May 13, 1976, Federal Register, Volume 41, No. 94. All factory-built structures defined as a manufactured home by the federal standard shall be manufactured and so regulated by these documents.

16.620(7) *Procedures of approval for manufactured homes.* Every manufactured home unit or structure approval will follow the method of third-party certification approval with all approvals obtained through the HUD secretary. All manufactured home plans, specifications, documentation, plant facilities and in-plant inspections must be submitted to and approved by a third-party certification agency so designated by the HUD secretary. Rules and regulations pursuant to these procedures are outlined in the manufactured home procedural and enforcement regulations, Parts 3282.201 through 3282.204 which set out requirements to be met by states or private organizations which wish to qualify as primary inspection agencies (see subrule 16.620(4) of Part 2 definitions for IPIA and DAPIA).

16.620(8) *Compliance certification.* Every manufactured home unit or structure must conform to the certification requirements within section 3282.205 of the manufactured home procedural enforcement regulatory document.

16.620(9) *Certification seals (labels) and other seal requirements.* Every manufactured home unit or structure must conform to the requirements within the manufactured home procedural and enforcement regulatory document section 3282.362(c)(2) in lieu of Iowa insignias. Other types of units manufactured under the requirements of Division VI, Part 2, will be labeled as prescribed in subrules 16.620(10), 16.620(11) and 16.620(12).

16.620(10) *Manufactured home add-on units.* Every factory-built structure manufactured as a manufactured home add-on unit as defined in subrule 16.620(4) of Part 2 shall be constructed to the standards set forth in subrule 16.620(6) of Part 2 except that these units will bear an Iowa seal in accordance with the provisions of the Iowa state building code, Division VI, Part 1. Manufacturers of manufactured home add-on units with the exception of constructing to the HUD standard, which has been herein adopted for these units, must comply with all other provisions of the Iowa state building code as described within Division VI, Part 1, for the factory-built structures.

16.620(11) *Multifamily homes.* Every factory-built structure manufactured as a multifamily home within the definition contained in subrule 16.620(4) of Part 2 shall be constructed to the standards set forth in subrule 16.620(6) of Part 2 except that these units will bear an Iowa seal in accordance with the provisions of the Iowa state building code, Division VI, Part 1. Manufacturers of multifamily homes, with the exception of constructing units to the HUD standard which has herein been adopted for these units, must comply with all other provisions of the Iowa state building code as described within Division VI, Part 1, factory-built structures.

16.620(12) *Temporary field construction offices.* Every factory-built structure manufactured as a temporary field construction office within the definition as contained in subrule 16.620(4) of Part 2 shall be constructed to the standards set forth in subrule 16.620(6) of Part 2 except that these units will bear an Iowa seal in accordance with the provisions of the Iowa state building code, Division VI, Part 1. Manufacturers of temporary field construction offices, with the exception of constructing units to the HUD standard which has herein been adopted for these units, must comply with all other provisions of the Iowa state building code as described within Division VI, Part 1, factory-built structures.

16.620(13) *Seal types for manufactured home add-on units, temporary field construction offices and multifamily homes.* When ordering seals for manufactured home add-on units, temporary field construction offices or multifamily manufactured homes, each manufacturer will indicate the number of each type of seal requested and the letter prefix required. Examples of seals issued are as follows: (A00-0000MH), (B00-0000MH), C, D, and E, etc. Single units are without prefix letters (00-0000MH). For more details, see Division VI, Part 1, subrule 16.610(21).

It is noted that manufactured home type seals shall be attached to all of these type units. All other procedures for seal issuance, removal, damage, repossession and return are to conform with provisions of this code as outlined in Division VI, Part 1.

16.620(14) *Noncompliance.* Failure to conform to the provisions of Part 2 as they apply to the federal standard for the construction of manufactured homes is subject to the penalties where applicable as set forth within Division VI, Part 1. The state of Iowa having adopted the federal standard and the enforcement regulations shall participate in the federal program as an agent of HUD thereby providing assurances to ensure code compliance when these units are offered for sale for subsequent installation within the state of Iowa.

16.620(15) Consumer complaints. The state building code bureau serving as an approved State Administrative Agency (SAA) for the Federal Department of Housing and Urban Development shall receive complaints and process them in accordance with the requirements of the federal regulations as outlined in subpart I, paragraph 3282.401, entitled, "Consumer Complaint Handling and Remedial Actions of the Manufactured Home Procedural and Enforcement Document." These specific complaints are categorized as possible imminent safety hazards or possible failures to conform to the federal standard. Imminent safety hazards shall be those items that could result in an unreasonable risk of injury or death to the occupants of the manufactured homes. Failures to conform to the federal standard are those items that do not result in an unreasonable risk of injury or death to the occupants of manufactured homes, but nevertheless do not meet the provisions of the federal standard in some specific manner.

661—16.621(103A) Installation of manufactured homes.

16.621(1) Authority. These rules and regulations are to establish minimum requirements for the installation of manufactured homes as authorized by Iowa Code section 103A.7, subsection 3, section 103A.9, and sections 103A.30 to 103A.33.

16.621(2) Application.

a. These rules apply to the initial installation of manufactured homes manufactured on or after February 1, 1973, and to factory-built structures manufactured before February 1, 1973, which have never been installed in Iowa, and are approved by the commissioner.

b. These rules apply to all manufactured homes, new or used, which are sold in Iowa or sold to be installed in Iowa after September 1, 1977, for new manufactured homes and January 1, 1978, for used manufactured homes. The seller shall provide an approved tie-down system and the purchaser shall install or have the system installed within 150 days (see subrule 16.620(4) for the definition of a tie-down system). The 150-day period is designated for time to complete the installation when climatic conditions may restrict the completion of the tie-down system.

c. These rules apply to the installation of manufactured home add-on units, temporary field construction offices and manufactured multifamily homes.

d. These rules shall apply to any person doing any work on any part of the tie-down system (both support or anchorage systems) whether the unit is being sold or not.

16.621(3) Enforcement. The commissioner shall administer and enforce these provisions. Any person, agent, or organization approved and authorized by the commissioner may inspect any installation system and equipment to ensure compliance with these regulations. Evidence of compliance shall be supported by the submission to the commissioner of a certificate of installation. One copy of such certificate will remain in possession of the owner of the installed structure.

16.621(4) Manufactured home installation instructions. Every manufacturer which manufactures manufactured homes for installation in Iowa shall provide the commissioner with a reproducible copy of printed instructions of installation for each specific make and model of manufactured home which is to be installed in Iowa. These instructions shall include copies of the materials which have been certified by a registered professional engineer for compliance with the federal manufactured home construction standards and 3280.306(a)(2), 3280.306(b), and 3280.303(c) of the regulatory standards. The manufacturer's installation instructions shall also be available at the installation site.

16.621(5) Approvals and procedures. Requirements for approval of installers, support and anchorage systems, seals and certificates are described in the remaining sections of this part.

661—16.622(103A) Certification of manufactured home installers. On or after January 1, 2002, there shall be at least one person certified as a manufactured home installer present at the installation of any manufactured home in Iowa. The installation of a manufactured home shall be under the direct supervision of a certified manufactured home installer who shall be present at all times at the installation site while any installation work is proceeding.

On or after December 1, 2001, and before January 1, 2002, the installation of a manufactured home shall be under the direct supervision of a certified manufactured home installer or a person whose application for certification as a manufactured home installer is pending with the building code commissioner.

EXCEPTION: Installation of a manufactured home may be completed by the owner of the home whether or not the person is certified as a manufactured home installer. All other requirements of these rules pertaining to manufactured homes still apply.

16.622(1) Installer certification. There are two forms of installer certification: certification of licensed manufactured home retailers and certification of independent manufactured home installers.

a. Licensed manufactured home retailers. A licensed manufactured home retailer may apply for manufactured home retailer installer certification on an application form prescribed and provided by the building code commissioner. The annual fee for installer certification as a retailer is \$250, payable at the time of application. The fee covers certification for the next state fiscal year or the balance of the current fiscal year. A retailer may list up to four employees to be certified in a single manufactured home retailer installation certification. The completed application shall clearly identify each listed employee and shall provide information regarding the training and experience related to manufactured home installation of each listed employee. If, during the course of the state fiscal year covered by an existing retailer installation certification, the retailer wishes to amend the identities of any of the employees listed as certified installers, or wishes to add an installer if the current certification identifies fewer than four certified installers, the retailer may file an amended application for installer certification on a form prescribed by the building code commissioner. The fee for filing an amended application is \$50, payable with the application. Application fees provided in this rule are not refundable in the event that an application is denied.

At any installation that takes place pursuant to the authority of a retailer installation certification, one of the individuals identified in the application for that certificate, or a subsequent amended application for that certificate, as a certified installer shall be present, in charge of, and responsible for the installation.

A licensed manufactured home retailer may apply for independent installer certification, pursuant to paragraph “b,” for one or more employees. In this event, a separate certification shall be required for each employee to be certified.

b. Independent manufactured home installers. An independent installer of manufactured homes may apply for manufactured home installer certification, on a form prescribed and provided by the building code commissioner. The completed application shall clearly identify the applicant and shall contain a description of the applicant’s training and experience related to manufactured home installation. The annual fee for installer certification as an independent installer is \$100, payable at the time of application. The fee covers certification for the next state fiscal year or the balance of the current fiscal year. Each application for certification as an independent manufactured home installer shall indicate an individual to be certified as a manufactured home installer, who shall be present, in charge of, and responsible for any manufactured home installation that occurs under the authority of that certificate.

16.622(2) *Review of application for certification.* Upon receipt of an application for certification as a manufactured home installer, staff of the building code bureau shall review the application and recommend approval or denial to the building code commissioner. If an application is approved, the certificate shall be issued to the applicant. If an application is denied, the applicant shall be notified and given an explanation of the reason or reasons for denial. Denials of applications by the building code commissioner may be appealed according to the contested case provisions of 661—Chapter 10. An appeal may be filed as a request for case proceeding as provided in rule 661—10.304(17A). An appeal must be filed within 30 days of the date of the denial.

16.622(3) *Suspension or revocation of certification.* An existing installer certification may be suspended or revoked for cause pursuant to a recommendation by the staff of the building code bureau to the building code commissioner. Suspensions or revocations of installer certifications may be appealed subject to the provisions of 661—Chapter 10 for contested case proceedings. An appeal may be filed as a request for case proceeding as provided in rule 661—10.304(17A). An appeal must be filed within 30 days of the date of the suspension or revocation.

16.622(4) *Civil penalties.* In addition to possible suspension or revocation of installer certification, a person who violates the rules governing manufactured home installation may be subject to civil penalties. Civil penalties may be assessed by the building code commissioner based on recommendation from staff of the building code bureau. Assessments of civil penalties may be appealed subject to the provisions of 661—Chapter 10 for contested case proceedings. An appeal may be filed as a request for case proceeding as provided in rule 661—10.304(17A). An appeal must be filed within 30 days of the date of the assessment of the civil penalty.

661—16.623(103A) Installation seal and certificate procedures for manufactured homes.

16.623(1) *Application for seals.* Any installer who has met the applicable requirements of 16.622(1) or 16.622(3) may apply for installation seals as needed. Such seals may be obtained from the commissioner or local building officials or building department who is a participant in the state's installation program.

16.623(2) *Manufactured home installation certificates.* The installer of manufactured homes shall supply the building code commissioner and the owner of the unit with the signed and completed installation certificate which has been issued by the Iowa building code commissioner, within 30 days of affixing the Iowa installation seal.

16.623(3) *Obtaining installation certificates.* Any person who installs a tie-down system or any portion thereof shall be supplied with the installation certificate forms when ordering installation seals and the payment of the appropriate fee.

a. Installers who are not listed as an installer shall be supplied the proper form to be attached to the copy of the installation certificate to be filed with the commissioner, which will record compliance with the approved system.

b. Reserved.

16.623(4) *Placement of installation seal.* The installation seal shall be placed in a readily visible location on the rear of the unit. Those units manufactured after June 15, 1976, shall have the installation seal placed adjacent to the federal (HUD) label. Those units manufactured before June 15, 1976, shall have the installation seal placed at the left rear corner above any skirting.

Multiple width units require only one seal for the completed installation. Additions which are added after the initial installation shall have an installation seal on that portion.

16.623(5) *Denial and repossession of installation seals.* Should investigation or inspection reveal that an approved installer has not installed an anchoring system, support system, or the complete tie-down system according to these rules and the code, the commissioner may deny such 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 resubmit an application for installation seals.

16.623(6) *Seal removal, installation.* Should a violation of the rules regarding installation be found, the commissioner may remove the installation seal after furnishing the owner or a designated 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 a designated agent has requested an inspection pursuant to 16.625(1).

16.623(7) *Lost or damaged seals, installation.* When an installation seal is lost or damaged, the commissioner shall be notified in writing. Damaged or lost installation seals shall be replaced by the commissioner upon payment of the replacement installation seal fee as provided in 16.625(5).

16.623(8) *Return of seals, installation.* When a dealer or installer discontinues the installation of manufactured homes, the dealer or installer shall notify the commissioner within ten days of the date of such discontinuance and return all unused installation seals which have been issued to the dealer or installer. Installation seals may not be transferred by any dealer or installer after being issued to that dealer or installer.

16.623(9) *Seals for existing manufactured homes.* Seals may be obtained for existing manufactured homes that are tied down in accordance with the requirements of rule 661—16.627(103A).

661—16.624 Reserved.

661—16.625(103A) Inspections and fee structure.

16.625(1) *Inspections.* An owner of a manufactured home may request an inspection of the support and anchoring system, such request should be made by letter to the building code commissioner. These individual inspections may require a fee to be paid as provided in 16.625(5) “f.”

16.625(2) *Action after inspection.* If the requested inspection was to determine compliance with respect to support and anchoring requirements and both systems meet the provisions of the code, the installation seal may then be affixed to that specific unit, after payment of fees as required.

16.625(3) *Verification inspections.* A verification inspection of a tie-down system may be made to ensure compliance to this code where individuals have installed their own tie-down systems. These inspections may require a fee as provided in 16.625(5) “f.”

16.625(4) *Other inspections.* The commissioner or the commissioner’s designee shall make periodic inspections of the facilities of persons who are subject to these rules and regulations when it appears that a person is not in compliance with this code.

16.625(5) *Fees.* All remittances of fees shall be made by check or money order payable to Iowa Department of Public Safety—Building Code Bureau. Fees shall be remitted to the Manufactured Home Program, Building Code Bureau, Fire Marshal Division, Iowa Department of Public Safety, 621 East 2nd Street, Des Moines, Iowa 50309.

The following table sets out the fee schedule for the manufactured home program.

Installation seal	\$25
Installation seal replacement	\$10
Retailer installer certification application	\$250
Retailer installer certification amended application	\$50
Independent installer certification application	\$100
Verification inspections requested by installer or owner	Fee varies according to cost to the department
Ground support and anchoring system approval	\$100

661—16.626(103A) Support and anchorage of manufactured homes. Manufactured homes shall be installed with support and anchorage as recommended by the manufacturer and required by federal manufactured home construction and safety standards section 3280.306(b). As an alternate to the manufacturer's recommended instructions, a support and anchorage system designed by a registered engineer may be used. Subrules 16.626(1) and 16.626(2) are the minimum requirements for support and anchorage systems which shall apply if a manufacturer's instructions are not available or for units which were manufactured before June 15, 1976, and no installation instructions are available.

EXCEPTION: Minor adjustments in pier locations may be necessary to avoid utility and service lines. Additional supports may be needed to ensure that the maximum distance between supports and anchors is maintained.

16.626(1) *Requirements for support system installations.*

a. Piers placed on foundations shall be installed and centered directly under the main frame longitudinal beams. The piers should not be further apart than 10 feet on centers for manufactured homes 12 feet wide or less and not more than 8 feet on centers for manufactured homes over 12 feet wide to less than 16 feet wide and no more than 6 feet on centers for manufactured homes 16 feet wide or more. The main frame, front or back, should not extend further than 2 feet beyond the center line of the end piers.

NOTE: Precaution shall be taken to ensure that no telephone, electrical, plumbing or water lines are contacted when making excavations for footings and piers on private property. Utility line locations shall be verified with the property owner or owner's representative.