

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
MANUFACTURED HOUSING DIVISION
October 17, 2006

PROCEDURE FOR THIRD PARTY APPROVALS

THE MANUFACTURER

A manufacturer must, for each third-party reviewer who approves the manufacturer's plans for a model of factory-built housing, a manufactured building or a modular component, submit to the Division:

1. A copy of the contract between the manufacturer and the third-party reviewer or a signed statement by an officer of the third-party reviewer that such a contract exists; and
2. An explanation of the procedure used by the third-party reviewer to perform such reviews.

THIRD PARTY COMPANIES

1. A person that wishes to act as a third-party reviewer pursuant to this chapter must apply to the Administrator for approval.
2. The Administrator will not approve a person as a third-party reviewer unless the person:
 - (a) Is in the business of reviewing construction drawings and specifications for factory-built housing, manufactured buildings and modular components;
 - (b) Is certified by a nationally recognized association or equivalent organization to perform such reviews;
 - (c) Is free of any control by persons involved in the manufacture or supply of factory-built housing, manufactured buildings or modular components; and
 - (d) Agrees to provide the Division with any information the Division requests.
3. The Division will assign a series of approval numbers to each reviewer. Each number will consist of letters that identify the reviewer and numerals that identify each plan approved by the reviewer.

SYSTEMS OF CONSTRUCTION APPROVAL (STRUCTURAL PACKAGES)

A manufacturer shall not submit his plans for a model of factory-built housing, a manufactured building or a modular component to a reviewer unless the manufacturer's system of construction is approved by the Administrator.

MODEL PLAN APPROVALS (FLOOR PLANS)

1. A reviewer shall not approve a manufacturer's plans for a model of factory-built housing, a manufactured building or a modular component unless the plans:
 - (a) Comply with all applicable technical codes.
 - (b) Have not been altered or amended or marked to be altered or amended.
2. A reviewer that approves a manufacturer's plans must:
 - (a) Affix his stamp to each set of plans. The stamp must include the word "APPROVED" and a unique approval number from the series of such numbers assigned to the reviewer pursuant to section 4 of this regulation.
 - (b) Return the original set of plans to the manufacturer.
 - (c) Retain one set of plans for not less than 1 year after the expiration of the plans' approval number. The plans may be retained in physical or electronic form.

➔ A third-party reviewer must submit one set of plans to the Division accompanied by the application and the appropriate fees.

3. If a reviewer denies approval to plans prepared by a design professional three or more times in a 12-month period or because the plans contain substantial defects, the reviewer shall notify the Division and the board that licenses or registers the design professional.

If the technical codes applicable to a system of construction or plan for a model of factory-built housing, a manufactured building or a modular component are changed in any way, including, without limitation, by amendment, repeal or the adoption of a new technical code:

(a) All approval numbers assigned pursuant to section 4 of this regulation expire on the effective date of the regulation or statute that changes the technical code, and the assignment of a new series of approval numbers must be requested by a reviewer.

(b) All approvals of systems of construction and plans for models of factory-built housing, manufactured buildings or modular components granted by the Administrator pursuant to a former technical code are rescinded on the effective date of the regulation or statute that changes the technical code, and a new approval must be obtained by a manufacturer before the effective date of the regulation or statute.

FEES

In addition to any fees a manufacturer agrees to pay a third party reviewer, the reviewer must collect the following fees for the Division and submit the collected fees and sets of plans to the Division within five (5) working days of approval:

For reviewing the plans for a model of factory-built housing, a manufactured building or a modular component (FH)	\$100 or \$50 per half hour or fraction thereof, whichever amount is greater
For considering a system of construction for approval (FH)	\$500
For the inspection and approval of a set of plans for commercial coaches (CC):	
For the first hour	\$75
For each additional half hour or fraction thereof	\$37.50
For the inspection and approval of a modification of an approved plan for commercial coaches (CC), per hour or fraction thereof	\$75
For the consideration of a system of construction for approval for commercial coaches (CC)	\$500