CAVCO HOMES SITE PREPARATION CHECKLIST

This guide will help you plan for installation of your Cavco Home. Proper installation is important. Correct procedures must be followed for you to enjoy the full quality and longevity of your home.

The checklist will help you prepare your property, plan for the installation process, and inspect the work completed by contractors.

BY FOLLOWING THIS GUIDE, YOU WILL PLAN FOR:

- Code Requirements
- Covenants, Rules & Regulations (CCRs)
- Zoning
- Setback Requirement
- Permits
- Utilities (Gas, Water, Electric, Sewer)
- Drainage
- Site Grading
- Driveway Access
- Highway/Road Access
- Trees & Shrubs to Save
- Space for Truck & Equipment to Maneuver
- Termite Inspections
- Landscaping

CHOOSING A SITE FOR YOUR HOME

There are a number of things to consider when you choose property for your home. For many people, closeness to neighborhood schools, shopping, entertainment, and family and friends are all at the top of the list. But just as important is the evaluation of your property for home installation and planning for the whole process.

SITE PREPARATION: WHAT TO PLAN FOR

Accessibility to your site, site grade, soil types, and moisture control all have a direct impact on site preparation and the total cost of your home. You can prevent problems and unanticipated costs by using the checklist to address the important issues in advance of purchasing your home.

The checklist will help you plan for and manage specific actions that address these issues and some of the potential problems that could arise if they are not dealt with.

MEASURE AND MARK THE SITE

We recommend you measure and mark all items to be placed on the home site. "Guestimating" can often lead to expensive errors. By measuring and marking the location of the home, (including porches, awnings, garages, driveways, parking, outbuildings, landscaping, gardens, etc.) you'll know everything will fit properly. This also enables you to plan for other installations, such as sprinkler systems, where additional sources of water and electrical power may be needed.

YOUR CAVCO RETAILER CAN HELP

Proper site preparation can be a challenge that requires specialized equipment and expertise. Your Retailer will discuss with you the services provided as part of the home delivery process. They can also refer you to reliable local contractors experienced in home installations. You can also find services online under Landscaping, Grading and Excavation, Contractors, Concrete, etc.

If you employ local contractors, check references and review other work they have done. Make sure both you and your contractor understand what items they will complete, and just as important, what you are responsible for. The services should be documented, including an accurate description of the work to be performed, materials to be provided, costs, schedules, and individual responsibilities. Please keep in mind that Cavco is not responsible for work performed by contractors.

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	ISSUE	EVALUATE	CAUTIONS	WORK NEEDED	REASON	CHECKLIST	*
1.	Restrictions and Covenants	Zoning Permits Code Requirements	Without proper clearances, delays in home delivery and installation can be significant.	Check local building departments for zoning, health easement, and building permit requirements.	Allows evaluation of costs and scheduling of home delivery without bureaucratic delays.	Zoning ☐ Permits ☐ Easements & Covenants	
2.	Highway and Road Access	Is there highway and road access to the home site?	Your home's dimensions are: _____ Feet Wide _____ Feet Long _____ Feet Tall	Check bridges and overpasses for low clearances and narrow lanes. Clear the entrance to the site - trim trees, bushes, etc.	Clearance to the property is important to avoid damage to siding, doors, windows and the roof.	☐ Entrance allows home size ☐ Special considerations	
3.	Driveway Access Into Site	Is the ground stable enough to support the weight of the home without getting stuck?	Loads of several tons can be concentrated on the axles.	Add gravel or other fill to stabilize soil. Grade should be gentle and not steep or with low clearances.	Tires and axles sinking into soft soil adds stress that can cause interior and exterior damage.	☐ Stable soil ☐ Gentle slope ☐ Adequate clearance	
4.	Maneuvering Room for Truck & Home Section	Can a truck enter the site and have ample turning radius to position the home and exit the site?	Restricted movement, especially turning radius, add stress and possible damage to the home	Stake or flag the home location and mark the access route if necessary.	Trucks need adequate turning room to prevent home and property damage.	☐ Turning radius OK ☐ Home location marked ☐ Clear area around home for installation equipment	
5.	Set Back Requirements from Property Boundaries	Does the home location meet local "setback" requirements?	Most communities require specific minimum distances from the home to the property boundaries.	Check with building departments for more information on local requirements. Account for setback in your measurements and stake the location of the home with four corner stakes.	Local regulatory agencies may require expensive relocation of the home if specific requirements are not met.	☐ Setback requirements met ☐ Home location measured and staked out	
6.	Utilities	Is there access to gas, water, sewer, and electric services on the site? Will a septic system be required?	Depending on your location, there may be extra costs to install utilities on your property. A well may need to be drilled and a septic system installed.	Contact utilities to schedule installation. If services such as municipal water or sewer are not available, contact contractors to get estimates.	Not planning for access to utilities will slow down the process. You can't occupy your home until they are activated.	☐ Evaluate availability of utilities ☐ Schedule installation ☐ Collect estimates for septic and/or wells if needed	
7.	Site Grading	Is the site reasonably level for the home, garages, storage sheds, other outbuildings, driveways, yard and landscaping, automobile parking, etc?	Loose soil may not provide adequate support and allow the home to settle causing doors and windows to bind, wall cracks to appear, wall panels to loosen, etc.	Grade and level the area where the home will sit. Soil that is loose or made loose during grading must be properly compacted, especially under piers supporting the home.	A level site can save the additional cost of extra piering and skirting materials. Firm, dry soil provides better long-term support for the home.	☐ Home area level ☐ Earth compacted where needed ☐ Landscaping planned	

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ISSUE		EVALUATE	CAUTIONS	WORK NEEDED	REASON	CHECKLIST	*
8.	Drainage	What preventative measures will be required to positively eliminate moisture accumulation or prevent water from running underneath the home?	Stagnant water or moisture under your home can cause mold, condensation to form on the inside of the windows, structural damage, and other unpleasant side effects.	Grade your site so a slight crown exists and water runs away from the home on all sides. As a guide, slope 1 foot for every 10 feet.	Moisture, like a gas, rises and penetrates floor, roof, wall and ceiling cavities, condenses and causes water damage that looks much like roof leaks.	Home pad crowned ☐ Water drains away from home ☐ Site drainage will not be affected by landscaping	
9.	Debris Removal	Is the site clear of large rocks, debris and other obstacles?	Obstacles can easily delay movement onto the site, especially if damp or wet soil is present.	Remove all obstacles that will be in the way of home movement or may damage tires and axles.	Prevents damage to the home, and speeds movement onto the site.	☐ Obstacles ☐ No fire hazards present	
10.	Identify Vegetation to Save and to be Removed	What trees, shrubs, or other plants do you want to keep? Which existing plants do you want removed?	Be practical. Allow for movement of installation equipment and materials. You can replace plants that have to be removed once your home is	Clearly tag all items that are to be removed. Mature trees or bushes cut in error are not easily replaced.	Grass and other vegetation left under home can die, rot, and cause unpleasant odors.	☐ Trees and other plants marked "to remove" ☐ Grass under home removed	
11.	Termite or Small Animal Infestation	Is there any evidence of termite or small animals living on the property in old debris? Was a home previously removed from the site?	Termites love to eat the new fresh wood that is the major building material in your new home. Small rodents are attracted to the warm and sheltered underfloor area.	If old buildings or significant wood and debris are removed from the site, obtain a professional termite and rodent inspection.	Termite infestation or rodent damage is not covered under your home's warranty.	☐ Termite problem evaluated ☐ Rodent problem evaluated ☐ Other insect problems evaluated	

☐ Enter responsibility: R = Retailer, C = Customer

This general information is provided as a service by Cavco Retailers to give the future Cavco homeowner an idea of some issues to consider prior to installation. The information is not intended to be an exhaustive or a complete guide to installation. Refer to the installation manual and confer with your Retailer or installation professional for additional information.

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PLOT PLAN:

SYMBOLS:

W = Water, G = Gas, E = Electrical, S = Sewer

Identify location of home, distance from boundaries, utilities, porches, awnings, carports, garage, outbuildings, driveways, sidewalls, etc.

Mark trees and shrubs to be saved and any special landscaping requirements.

Include any other site-specific information or requirements

Map to Home Site:

NOTES:

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