Chapter 296-150P WAC
RECREATIONAL PARK TRAILERS

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WAC 296-150P-0010 Authority, purpose, and scope. (1) This chapter is authorized by RCW 43.22.335 through 43.22.434 and covers the requirements for:

(a) Obtaining state-plan status if you manufacture recreational park trailers for sale or lease in Washington state.

(b) Obtaining state-plan insignia if you manufacture recreational park trailers for sale or lease in Washington state.

(2) This chapter applies to:

(a) Manufacturers, dealers and individuals who build for sale, sell, or lease recreational park trailers in Washington state; and

(b) Manufacturers, dealers, and individuals who alter recreational park trailers for sale or lease in Washington state.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0010, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0020 What definitions apply to this chapter? "Alteration" is the replacement, addition, modification, or removal of any equipment or material that affects the fire and life safety provisions, structural system, plumbing systems, fuel systems and equipment or electrical systems of a recreational park trailer.

The following changes are not considered alterations for purposes of this chapter:

• Repairs with approved parts;

• Modification of a fuel-burning appliance according to the terms of its listing; and

• Adjustment and maintenance of equipment.

"Alteration insignia" is an insignia which indicates a recreational park trailer alteration was approved by the department.

"ANSI" is the American National Standards Institute, Inc., and the institute's rules applicable to recreational park trailers. For the purposes of this chapter, references to ANSI mean ANSI A119.5 Recreational Park Trailers, current edition.

"Approved" is approved by the department of labor and industries.

"Audit" by the department is the department inspection of a manufacturer's quality control procedures, comprehensive plans, and recreational park trailers.

"Comprehensive design plan" consists of the design plans and copies of drawings such as:

• Floor plans relating to fire and life safety, structural, electrical, plumbing, liquefied petroleum (LP) and/or natural gas systems and appliances and air conditioning systems, if applicable to the plan of each recreational park trailer.

• Plumbing line drawings which describe the size, length and location of gas piping lines, liquid and body waste lines, liquid and body waste tanks, and potable water tanks.

• Electrical drawings. (See WAC 296-150P-0330.)

"Consumer" is a person or organization who buys or leases recreational park trailers.

"Dealer" is a person or organization whose business is offering recreational park trailers for sale or lease.

"Department" is the department of labor and industries. The department may be referred to as "we" or "us" in this chapter. Note: You may contact us at: Department of Labor and Industries, Specialty Compliance, P.O. Box 44430, Olympia, WA 98504-4430.

"Equipment" is all material, appliances, fixtures, and accessories used in the manufacture or alteration of recreational park trailers.

"Manual" is a reference containing instructions, procedures, responsibilities and other information used to implement and maintain the quality control program of a recreational park trailer manufacturer.

"National Electrical Code" see Appendix 'C' of ANSI A119.5 for reference to the appropriate edition to use for compliance.

"Recreational park trailer" also known as a "park model recreational vehicle" is a trailer-type unit that is primarily designed to provide temporary living quarters for recreational, camping or seasonal use, that meets the following criteria:

- Built on a single chassis, mounted on wheels;
- Having a gross trailer area not exceeding 400 square feet (37.15 square meters) in the set-up mode; and
- Certified by the manufacturer as complying with ANSI A119.5.

"Quality control" is the plan and method for ensuring that the manufacture, fabrication, assembly, installation, storing, handling, and use of materials complies with this chapter and ANSI.

"State-plan insignia" is an insignia which is obtained under the state design-plan approval process.

"Submitted design plan" is a plan that:

- Has been received by the department for review; and
- The plan approval fee is paid; and
- Is awaiting an initial design plan review.

"System" is a part of a recreational park trailer that is designed to serve a particular function such as plumbing, electrical, heating, mechanical or structural system.

[Statutory Authority: 2023 c 78 and 2023 c 36. WSR 24-13-089, § 296-150P-0020, filed 6/18/24, effective 7/22/24. Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0020, filed 4/11/23, effective 4/11/23; WSR 12-15-061, § 296-150P-0020, filed 7/17/12, effective 9/1/12. Statutory Authority: RCW 43.22.340, 43.22.400, 43.22.432, 43.22.433, 43.22.434, 43.22.480, and 43.22.485, 2002 c 268, and chapter 43.22 RCW. WSR 03-12-044, § 296-150P-0020, filed 5/30/03, effective 6/30/03. Statutory Authority: RCW 43.22.340 and 43.22.480. WSR 99-13-010, § 296-150P-0020, filed 6/4/99, effective 7/5/99. Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0020, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0030 How is this chapter enforced? (1) We enforce this chapter through the state-plan insignia approval process (see WAC 296-150P-0300 through 296-150P-0720).

(2) Recreational park trailer inspections occur where the recreational park trailers are manufactured, sold, or leased. We conduct inspections during normal work hours or at other reasonable times. We

may require you to remove a part of the recreational park trailer in order to conduct our inspection.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0030, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0040 Will you keep my manufacturing information confidential? We will only release manufacturing information, such as design plans, specifications, test results, and manuals, according to the Public Records Act (see RCW 42.17.310 (1)(h)) unless we are ordered to do so by a court or otherwise required by law.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0040, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0050 Can you prohibit the sale or lease of my recreational park trailer? (1) We may prohibit the sale or lease of your recreational park trailer because it is unlawful for any person to sell, lease, or offer for sale a recreational park trailer within this state if it violates any of the requirements of this chapter (see RCW 43.22.345).

(2) If an inspection reveals that a recreational park trailer violates this chapter, we may post a notice prohibiting the sale or lease of a recreational park trailer.

[Statutory Authority: RCW 43.22.340 and 43.22.480. WSR 99-13-010, § 296-150P-0050, filed 6/4/99, effective 7/5/99.]

WAC 296-150P-0060 Who handles consumer complaints about recreational park trailers? (1) Consumers may file complaints with us, if they have reason to believe a manufacturer and/or dealer is in violation of this chapter and ANSI.

(2) The complaint should be in writing and describe the items that may not comply with this chapter and ANSI.

(3) After we receive the complaint, we will send the manufacturer and/or the dealer a copy of the complaint. The manufacturer and/or dealer has thirty days to respond to the complaint.

(4) If we decide an inspection is warranted and specific code violation(s) are found during the inspection, the manufacturer or dealer is charged for the inspection.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0060, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0100 What happens if I disagree with the department's decision regarding my compliance with this chapter and ANSI? (1) If we determine that you are in violation of this chapter and ANSI, you will receive a notice of noncompliance and we may withdraw your certification. (See WAC 296-150P-0710.)

(2) If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree.

(3) After we receive your hearing request, we will:

(a) Schedule a hearing within thirty days after we receive your request.

(b) Notify you of the time, date, and place for the hearing. If you fail to appear, your case will be dismissed.

(c) Hear your case.

(d) Send you written notice of our decision.

If you disagree with our decision, you may appeal it under the Administrative Procedure Act (chapter 34.05 RCW).

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0100, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0110 Do you have an advisory board to address recreational park trailer issues? The factory assembled structures (FAS) board advises us on issues relating to plumbing, heating, electrical, installation, alterations, inspections, and rules for recreational park trailers. (See RCW 43.22.420.)

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0110, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0120 Where can I obtain technical assistance regarding recreational park trailers? We provide field technical service to recreational park trailer manufacturers for an hourly fee (see WAC 296-150P-3000). Field technical service may include an evaluation, consultation, plan examination, interpretation, and clarification of technical data relating to the application of our rules. It does not include inspections.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0120, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0130 Do you allow recreational park trailers to be displayed without an insignia? We allow one recreational park trailer to be displayed without an insignia, if you:

(1) Get written approval from us in advance of displaying the unit; we should receive your written request at least thirty days prior to display of the unit. Your request must include:

(a) The model and serial number of the unit;

(b) The location where the unit will be displayed; and

(c) The date(s) the unit will be displayed.

(2) Are licensed in Washington state through the department of licensing;

(3) Have your approval letter available at the display;

(4) Place three visible signs on the display unit:

(a) One at the main entry door;

(b) One inside the front of the unit; and

(c) One inside the back of the unit.

The signs must read: NOT FOR SALE - DISPLAY ONLY.

The letters on the sign must be one inch or higher.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0130, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0140 Do you allow the use of alternate materials, alternate design and method of construction? An applicant may apply for the use of alternate materials, alternate design and methods of construction different from the requirements of this chapter by filing a written request with the department.

(1) Responsibilities of applicant. The applicant must submit in writing the following information and sign and date the request.

(a) The applicant's name, address and phone number;

(b) The specific requirement or requirements from which the alternate material, alternate design or method of construction is requested;

(c) Justification that the requirements of this chapter cannot be met without using alternate materials, alternate design or method of construction;

(d) How the use of alternate materials, alternate design or method of construction will achieve the same result as the requirement and any specific alternative measures to be taken to show the alternate provides the same level of protection to life, safety and health as the requirements.

The department has a form that you may use for your request. Contact the department at the address shown in the definition section.

(2) Responsibilities of the department. The department will provide a written response to the applicant within thirty days of receipt of the written request. The written response will state the acceptance or denial of the request, including the reasons for the department's decision. At a minimum the department will base its decision based on:

(a) The applicant's request as described in subsection (1) of this section;

(b) Research into the request;

(c) Expert advice.

(3) Applicant's response to denials. The applicant may appeal the department's decision by following the procedure in WAC 296-150P-0100.

[Statutory Authority: RCW 43.22.340, 43.22.350, 43.22.355, 43.22.360, 43.22.400, 43.22.432, 43.22.433, 43.22.434, 43.22.450, 43.22.480, and 43.22.485. WSR 00-17-148, § 296-150P-0140, filed 8/22/00, effective 9/30/00. Statutory Authority: RCW 43.22.340 and 43.22.480. WSR 99-13-010, § 296-150P-0140, filed 6/4/99, effective 7/5/99.]

REQUIREMENTS FOR INSIGNIA AND OTHER IDENTIFICATION

WAC 296-150P-0200 Who should obtain recreational park trailer insignia? (1) If you manufacture recreational park trailers to be sold or leased in Washington, you must purchase a state-plan insignia for each recreational park trailer.

(2) Individuals that build recreational park trailers to sell or lease in Washington must purchase an insignia.

(3) If you have a recreational park trailer with a state-plan insignia and you plan to alter or have another person alter it, you must obtain an alteration insignia from us.

Note: You do not need to purchase our insignia if you manufacture recreational park trailers in Washington for sale outside the state.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0200, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0210 How do I obtain insignia information and the forms you require? Upon request, we will provide you with a packet of information that includes required forms and fee schedule for obtaining the state-plan insignia. Our address is noted in the definition of department.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0210, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0220 How do I obtain insignia based on state-plan approval? (1) If you are approved to purchase insignia based on state-plan approval, you may purchase the insignia by submitting the insignia application with the required fees. (See WAC 296-150P-3000.)

(2) The application must be on the department's approved "application for insignia" form F622-021-000 and include a signed statement from you certifying that you are manufacturing your units according to your approved and/or "submitted design plans" and your quality control program.

(3) Insignia may not be purchased for or applied to units for which:

(a) The plans are being approved by a licensed professional in accordance with WAC 296-150P-0315 and have not been assigned a plan approval number by the department; or

(b) The submitted design plans have been at the department less than 10 working days; or

(c) The submitted design plans have been reviewed by the department, and are not approved.

[Statutory Authority: 2023 c 78 and 2023 c 36. WSR 24-13-089, § 296-150P-0220, filed 6/18/24, effective 7/22/24. Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0220, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0250 How do I replace lost or damaged insignia? (1) If an insignia is lost or damaged after it is placed on a recreational park trailer and you are the manufacturer or owner, you must notify us in writing immediately.

(2) Your notification should include the following information:

(a) Your name, address, and telephone number;

(b) The recreational park trailer serial number;

(c) The insignia number and design-plan approval number, if applicable; and

(d) The required fee. (See WAC 296-150P-3000.)

(3) If we can determine that your unit previously had an insignia, we will attach the insignia to your recreational park trailer once we receive your insignia fee. (See WAC 296-150P-3000.)

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0250, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0280 What other identification is required? Every new recreational park trailer manufactured, offered for sale or lease, or sold or leased in Washington must also have a vehicle identifica-

tion number (VIN) label in compliance with the Federal Department of Transportation (DOT) safety standards.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0280, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0290 When and where should the insignia and the identification label be attached to the recreational park trailer? (1) Insignia must be attached to the finished recreational park trailer before it leaves the approved manufacturer's location.

(2) The state-plan insignia must be attached adjacent to the main door, on the strike side of the door, at least twelve inches above the floor line. The strike side of the door is opposite the hinge side of the door.

(3) The alteration insignia must be attached next to the certification insignia.

(4) The identification number (VIN) label must be attached on the recreational park trailer as required by the Federal Department of Transportation. Any other identification label must be attached next to the certification insignia or on the exterior front half of the left side of the recreational park trailer, at least six inches above the floor line.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0290, filed 7/31/97, effective 12/1/97.]

STATE PLAN

WAC 296-150P-0300 Obtaining approval as a state-plan manufacturer. Before you can obtain insignia based on state-plan approval, you must:

(1) Have your quality control manual approved by us; and

(2) Have your design plan(s) approved in accordance with WAC 296-150P-0315 (see WAC 296-150P-0220); and

(3) Pass a quality control program audit which includes a random inspection of your recreational park trailers.

[Statutory Authority: 2023 c 78 and 2023 c 36. WSR 24-13-089, § 296-150P-0300, filed 6/18/24, effective 7/22/24. Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0300, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0310 What is required after I am approved as a state-plan manufacturer? Once you have obtained approval as a state-plan manufacturer:

(1) You are required to submit comprehensive design plans to us for approval;

(2) You can inspect your own recreational park trailer based upon your quality control manual specifications; and

(3) You are subject to a semiannual audit at your manufacturing location(s).

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0310, filed 7/31/97, effective 12/1/97.]

DESIGN PLAN

WAC 296-150P-0315 Who can approve design plans? (1) Comprehensive design plans for recreational park trailers can be approved by us or by a licensed professional or firm authorized by us. (See WAC 296-150P-0520 and 296-150P-0530.)

(2) All design plans for quality control manuals must be reviewed and approved by the department.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0315, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0320 How do I apply for design-plan approval? Upon request, we will send you a design-plan approval request form.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0320, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0330 What is required for comprehensive design-plan approval? If you are the manufacturer applying for state-plan approval:

(1) You must submit two sets of comprehensive design plans (do not send originals) to us for approval. Design plans must be accompanied by the initial filing fee, if appropriate, and the design-plan fee. (See WAC 296-150P-3000.)

(2) Your comprehensive design plan must indicate compliance with the appropriate ANSI standards in the following plans and drawings:

(a) Floor plans relating to fire and life safety, electrical, plumbing, liquefied petroleum (LP) and/or natural gas systems and appliances, and air conditioning systems, if applicable, of each recreational park trailer.

(b) Plumbing line drawings which describe the size, length and location of gas piping lines, liquid and body waste lines, liquid and body waste tanks, and potable water tanks.

(c) Electrical drawings.

(d) Structural drawings showing compliance with ANSI A119.5, Chapter 5.

Note: We will provide a check list with detailed requirements for each type of plan upon request.

(3) Current comprehensive design plans must be available at each manufacturing location.

(4) You must have an approved quality control manual. (See WAC 296-150P-0400, 296-150P-0410.)

Note: You do not need a quality control manual if you are an individual asking us to inspect a recreational park trailer.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0330, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0340 What happens if you approve my design plan? (1) Your design plan will be approved if it complies with the requirements of this chapter and ANSI.

(2) We will send you an approved copy of the design plan with the approval number.

(3) You must keep copies of the approved design plan for all models produced at the manufacturing location.

(4) If your design plan is not approved, you will be notified in writing of plan deficiencies. You may send a corrected design plan to us.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0340, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0350 If my design plan is not approved, how much time do I have to submit a correct plan? (1) You have ninety days to correct and resubmit your original design plan and send us the resubmittal fee once we notify you of plan deficiencies. After ninety days, your initial design plan is returned to you.

(2) If you submit your corrected design plan after ninety days, you must send the initial design-plan fee instead of the resubmittal fee. (See WAC 296-150R-3000.)

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0350, filed 7/31/97, effective 12/1/97.]

QUALITY CONTROL PROGRAM/MANUAL

WAC 296-150P-0400 What constitutes an acceptable quality control program/manual for state-plan insignia? Your quality control program must implement your approved quality control manual. The quality control manual must provide instructions, procedures, and assign responsibilities to assure quality control requirements are met when the recreational park trailers are manufactured. The minimum quality control manual requirements are:

(1) An organization chart which identifies quality assurance positions and describes quality control responsibilities and accountability for the following plant personnel: General manager, plant production manager, plant foreperson, lead persons, production, quality control, sales, engineering, purchasing, and receiving staff;

(2) A method to distribute all comprehensive design plans and installation instructions or other documentation that ensures all products used are installed correctly in all recreational park trailer models produced at each manufacturing location;

(3) Procedures for maintaining the quality assurance of each recreational park trailer model;

(4) Drawings and procedures displaying manufacturing processes including a schematic plant layout;

(5) Descriptions of production stations, including surge-hold stations, on-site or offsite repair-rework locations, and off-line construction sites. Descriptions should identify by station and location the work, tests, or inspections performed and the job title of the person performing the quality control review;

(6) Inspection and equipment maintenance instructions, including jig maintenance, check-off lists, and other documentation verifying quality control performance and accountability;

(7) Coordination of staff duties ensuring smooth transition of manufacturing responsibilities during the shift change;

(8) Instructions regarding the identification, control, and handling of damaged goods or materials that do not comply with existing rules and ANSI;

(9) Information about recreational park trailer material storage and environmental control including protection from the weather and the elimination of scrap and age-dated materials which have exceeded their life;

(10) Verification that testing equipment is properly calibrated and that your gauges are accurate;

(11) Information about production line testing which includes descriptions of procedures, test equipment, and the location of each test. The information should demonstrate accountability for test completion, for rework and repair, and for retesting;

(12) Instructions, procedures, descriptions, and responsibilities for insignia storage, security, application, and inventory;

(13) Procedures for mixed production lines, for variable production rates, for new or substitute personnel, and for new or changed inspections and tests;

(14) Instructions, procedures, and responsibilities for keeping recreational park trailer records which include the unit serial number, model, plan approval number, dealer location or destination, insignia number, inspection, and test results;

(15) Information about your quality control training program; and

(16) Procedures for introducing new designs, models, materials and equipment to staff that ensures products are built according to the standards and the manufacturer's instructions.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0400, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0410 How do I apply to have my quality control manual approved? We will provide the form and instructions upon request.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0410, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0420 What happens if my quality control manual is approved? (1) Your quality control manual will be approved if it meets the requirements of this chapter and ANSI.

(2) We will send you an approved copy of your quality control manual.

(3) If your quality control manual is not approved, you will be notified in writing of the deficiencies. You may send us a corrected quality control manual.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0420, filed 7/31/97, effective 12/1/97.]

DESIGN PLAN/QUALITY CONTROL MANUAL—REVIEW, CHANGE/ADDENDUM, EXPIRATION, AND RENEWAL

WAC 296-150P-0440 Do I need approval to change my design plan or quality control manual after I receive state-plan approval? (1) Once you have received state-plan approval and you want to change your design plan or quality control manual, we must approve the changes/addenda.

(2) You should send design plan or quality control manual changes to us thirty days before you want the changes/addenda to take effect.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0440, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0450 When does state-plan insignia approval expire? (1) As a state-plan manufacturer, your approval for insignia is based upon approval of your design plan and quality control manual. Design plans are considered approved until a new ANSI code edition is adopted or unless revisions to ANSI prior to code changes would not support our design-plan approval.

(2) If, after the new ANSI code edition is adopted, your design plan and quality control manual remain identical (you may change the model name or designation) to your original design plan, you only need to submit the new plan fee and the plan approval request. **(Do not send plans.)**

Note: ANSI codes are normally adopted for a three-year period.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0450, filed 7/31/97, effective 12/1/97.]

DESIGN-PLAN APPROVAL BY A LICENSED PROFESSIONAL OR FIRM

WAC 296-150P-0520 Who can be authorized to approve design plans? (1) A professional engineer, architect, or firm licensed by the state of Washington according to the Engineers Registration Act, chapter 18.43 RCW and/or the Architects Registration Act, chapter 18.08 RCW; or

(2) A professional engineer, architect, or firm licensed in another state that has licensing or certification requirements that meet or exceed Washington requirements.

(3) A professional engineer, architect, or firm cannot approve quality control plans.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0520, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0530 What information must a professional or firm provide to be authorized to approve design plans? (1) Name, a copy of

your certificate of registration or authority, and address of the professional engineer, architect, or firm; and

(2) A description of the services the professional engineer, architect, or firm will provide in the areas of structural, fire and life safety, mechanical, plumbing, and electrical plan review for park model recreational vehicles; and

(3) A summary of the professional's or firm's expertise and qualifications to review plans in the areas identified by the description of services.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0530, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0540 How will I know whether I am authorized to approve design plans? Within 60 days after you submit the information requested in WAC 296-150P-0530, we will send you a letter either approving or denying your authorization request.

(1) If we approve your request, your name is added to the list of licensed professionals and firms authorized to approve design plans.

(a) We will authorize a professional to approve portions of a design plan within his or her area of expertise.

(b) We will authorize an engineering or architectural firm to approve plans if the firm employs or contracts with professionals within the area of expertise necessary for the design plan.

(2) If we do not approve your request, we will notify you in writing why we are denying your request for authorization. If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree. (See WAC 296-150P-0100.)

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0540, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0550 How long is a licensed professional or firms authorization effective? Your authorization to approve design plans is effective until your license expires, is revoked, or suspended or until your authorization to approve plans is revoked or suspended in accordance with subsection (3) or (4) of this section.

(1) You must notify us of your license renewal at least 15 days before your license expires, to prevent your name from being removed from our licensed professional and firm list.

(2) You must notify us immediately if your license is revoked or suspended. Your name is then removed from the list of licensed professionals and firms authorized to approve design plans.

(3) Your authorization to approve plans may be revoked or suspended if during any one year we receive three or more approved plans that after audit are found to be incomplete or contain multiple code violations. Incomplete plans are those that do not meet the requirements of this chapter and our written plan review guidelines that we provided to you. If your authorization is revoked you may reapply for authorization in accordance with WAC 296-150P-0530, after one year from the date of revocation. Suspensions may be up to one year. If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree. (See WAC 296-150P-0100.)

(4) Your authorization to approve plans may be revoked if we find the licensed professional has a conflict of interest. If your authori-

zation is revoked you may reapply for authorization in accordance with WAC 296-150P-0530, after one year from the date of revocation. If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree. (See WAC 296-150P-0100.)

(5) If we revoke or suspend your authorization in accordance with subsection (3) or (4) of this section, your name will be removed from the list of licensed professionals and firms authorized to approve design plans.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0550, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0560 What information must a manufacturer send to the department when a professional or firm does the design-plan approval? You must send us the following information in your approved design plans:

(1) A completed departmental design-plan approval request form;

(2) A set of the design plan drawings, specifications, engineering analysis, and test results and procedures necessary for a complete code evaluation of the design. When required by chapter 196-23 or 308-12 WAC, design documents prepared by licensed professionals must be sealed;

(3) A cover sheet on the design plan noting which professional approved each portion of the design plan;

(4) A copy of the authorization letter from us; and

(5) The design plan fee for design plans approved by professionals or firms. (See WAC 296-150P-3000.)

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0560, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0570 What happens after we receive the professional or firm approved design plan and information? (1) After we receive your approved design plans and information, we will check the design plans and information to reasonably assure they contain the documents and plan information outlined in our written guidelines for plan reviews as provided to approved licensed professionals. Once accepted, we will assign a plan approval number and send a copy of the design plan with the plan approval number to the manufacturer.

(2) If our check of the design plans and information finds that they are not acceptable we will notify you in writing of the reasons why. Unless being audited in accordance with subsection (3) of this section, design plans and information may be corrected and resubmitted for acceptance within 90 days of our notification. We may charge the applicant an additional hourly fee to process revised submittals (see WAC 296-150P-3000.)

(3) We may audit design plans approved by a professional engineer, architect, or firm to ensure compliance with this chapter and our written guidelines for plan reviews. Audits may be either random audits or they may be audits of plans that were not accepted in accordance with subsection (2) of this section. The department's audit should not be construed as certifying that the plans are safe.

(4) If the audit finds that the design plans approved by the professionals and firms do not comply with this chapter and our written guidelines for plan reviews, the applicant will be notified and may be

required to pay our fees for review and approval of the design plans. (See WAC 296-150P-3000.)

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0570, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0580 Do you have a list of professionals or firms that are authorized to approve design plans? Yes. We will maintain a list of the licensed professionals and firms that are authorized to approve design plans for park model recreational vehicles.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0580, filed 4/11/23, effective 4/11/23.]

WAC 296-150P-0590 Who approves addendums to design plans approved by a professional or firm? (1) You must have the professional or firm approve an addendum to a design plan, if they initially approved your design plan.

(2) If the professional or firm who approved your design plan is no longer on the department list, you may have us approve your addendum.

[Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-0590, filed 4/11/23, effective 4/11/23.]

INSPECTION

WAC 296-150P-0600 When does a manufacturer, individual builder, or a dealer need to request a recreational park trailer inspection? If you are a manufacturer, individual builder, or a dealer, you must request a recreational park trailer inspection by us:

(1) If you have approval of your design plan and quality control manual and need to complete the state-plan process;

(2) If you are making a recreational park trailer alteration which must be inspected and approved by us; or

(3) If you are correcting a violation which must be inspected and approved by us.

Note: An individual who is building a recreational park trailer to own, sell, or lease must obtain an identification number from the state patrol prior to our issuance of certification insignia.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0600, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0610 How do I request a recreational park trailer inspection and what documentation is required? (1) Complete an inspection application which can be obtained from us.

(2) Send the completed application, application fee, and inspection fee to us prior to the date you would like an inspection performed. (See WAC 296-150P-3000.)

(3) During the inspection, have your approved design plans, specifications, and test results available for our inspector.

(4) A recreational park trailer inspection will be completed in two or more phases. The "cover" inspection during the construction of the unit before the electrical, plumbing, mechanical, heating, and structural systems are covered. The final inspection takes place after the recreational park trailer is complete.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0610, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0620 What happens if my recreational park trailer passes inspection? (1) If your recreational park trailer passes inspection and you have met the other requirements of this chapter and ANSI, you will be approved to purchase state-plan insignia from us.

(2) If you send your insignia application and fee to us prior to the inspection, we will attach your insignia when we approve the recreational park trailer.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0620, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0630 What happens if my recreational park trailer does not pass inspection? (1) If your recreational park trailer does not pass inspection, you will receive a notice of noncompliance.

(2) You have ten days after receiving the notice of noncompliance to send us a written response explaining how you will correct the violation(s) and prevent its reoccurrence.

(3) You are not allowed to move, sell or lease a recreational park trailer until:

(a) You correct the violation(s);

(b) We inspect and approve the correction(s); and

(c) You pay the inspection fee and the insignia fee, if required. (See WAC 296-150P-3000.)

(4) If you fail to make the corrections, the sale or lease of your recreational park trailer is prohibited by RCW 43.22.340 until the corrections are made.

Note: You will be allowed to return a recreational park trailer to the manufacturing location or to another location for correction with our approval.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0630, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0640 Am I charged if I request an inspection but I am not prepared? (1) If you ask us to inspect recreational park trailers within Washington state but are not prepared when we arrive, you must pay the minimum inspection fee and travel.

(2) If you ask us to inspect recreational park trailers outside Washington state but are not prepared when we arrive, you must pay the minimum inspection fee, travel, and per diem expenses.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0640, filed 7/31/97, effective 12/1/97.]

AUDIT

WAC 296-150P-0700 What does our annual quality control program audit for state-plan insignia include? (1) During your annual audit for state-plan insignia, we will review your quality control program and randomly inspect your recreational park trailer.

(2) If our audit indicates that you are complying with the requirements of this chapter and ANSI, you may purchase state-plan insignia.

(3) If we discover a quality control program deficiency or a recreational park trailer violation during our audit, you will receive a notice of noncompliance and cannot purchase state-plan insignia until the deficiency or violation is corrected.

(a) You can correct the deficiency or violation during the audit; or

(b) You have fourteen days after receiving the notice of noncompliance to send us a written response explaining your correction of the deficiency or violation; and

(c) You are subject to a follow-up audit.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0700, filed 7/31/97, effective 12/1/97.]

LOSS OF STATE-PLAN APPROVAL

WAC 296-150P-0710 Can you withdraw my state-plan insignia approval? Should you fail to meet the requirements of this chapter or ANSI after you have been approved to purchase state-plan insignia, we will withdraw your certification.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0710, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-0720 What happens if my state-plan insignia approval is withdrawn? If your state-plan insignia approval is withdrawn because you have failed to comply with this chapter and ANSI:

(1) You must return any issued but unused insignia to us; and

(2) You cannot sell or lease recreational park trailers in Washington.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-0720, filed 7/31/97, effective 12/1/97.]

RECREATIONAL PARK TRAILER ALTERATIONS

WAC 296-150P-1000 Who needs approval to alter a recreational park trailer? Any alteration by a manufacturer, dealer, or individual to a recreational park trailer with state-certified insignia must be

approved by us before the alteration is made. "Alteration" is defined in WAC 296-150P-0020.

Note: We may remove your insignia if you alter or have someone alter a recreational park trailer without our approval.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-1000, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-1010 Must I purchase a separate insignia for an alteration? You are required to purchase an alteration insignia from us.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-1010, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-1020 How do I apply for alteration approval and obtain the alteration insignia? (1) To apply for alteration approval and the alteration insignia, you must:

(a) Complete an alteration permit form and an application for alteration insignia. We will provide the forms.

(b) Submit the completed forms, with the inspection fee and altered recreational park trailer insignia fee, to us. (See WAC 296-150P-3000.)

(2) Our recreational park trailer inspection of the alteration will be in two or more phases. The "cover" inspection during the alteration of the unit before the electrical, plumbing, mechanical, heating, structural or other systems are covered. The final inspection takes place after the alteration inspection is complete.

(3) Once we approve your alteration, we will attach the alteration insignia.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-1020, filed 7/31/97, effective 12/1/97.]

MANUFACTURER'S NOTICE TO THE DEPARTMENT

WAC 296-150P-2000 Must state-plan manufacturers notify you if they manufacture at more than one location? (1) We must approve each recreational park trailer manufacturing location producing units for sale or lease in Washington state.

(2) You must send us the following information for each manufacturing location when you are certified:

(a) Company name;
(b) Mailing and physical address;
(c) Phone and fax number if available;
(d) Type of recreational park trailer(s) manufactured;
(e) Contact person for plan review; and
(f) Contact person for plant audit.

(3) You must update the information as it changes.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-2000, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-2010 Must state-plan manufacturers notify you if they change a business name or address? (1) If you are moving your business from an approved manufacturing location, the new location must be approved before shipping units from that location for sale or lease in Washington state.

(2) You must notify us in writing prior to a change of business name or address.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-2010, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-2020 Must state-plan manufacturers notify you of a change in business ownership? (1) When a recreational park trailer manufacturing business changes ownership, the new owner must notify us in writing immediately.

(2) A new owner may continue to manufacture recreational park trailers using approved design plans or comprehensive design plans according to this chapter.

(3) The department will perform an audit of the manufacturer after the ownership change to ensure you are meeting the requirements of this chapter and ANSI.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-2020, filed 7/31/97, effective 12/1/97.]

WAC 296-150P-2030 Must state-plan manufacturers notify you of their Washington dealers? (1) You must send us the following information about yourself and each of your Washington dealers when you are certified:

(a) Dealership name;
(b) Mailing and physical address;
(c) Phone and fax number if available;
(d) Type of recreational park trailer(s); and
(e) Contact person.

(2) You must update this information as it changes.

[Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-2030, filed 7/31/97, effective 12/1/97.]

RECREATIONAL PARK TRAILER FEES

WAC 296-150P-3000 Recreational park trailer fees.

INITIAL FILING FEE	$50.80
DESIGN PLAN FEES:	
NEW PLAN REVIEW FEE WITHOUT STRUCTURAL REQUIREMENTS	$144.40
NEW PLAN REVIEW FEE WITH STRUCTURAL REQUIREMENTS	$190.90
RESUBMITTAL FEE	$103.30
ADDENDUM (Approval expires on same date as original plan.)	$103.30
PLANS APPROVED BY LICENSED PROFESSIONALS	$36.00
FEES FOR RESUBMITTAL OF DESIGN PLANS APPROVED BY A PROFESSIONAL OR FIRM	$103.30 per hour
DEPARTMENT AUDIT FEES:	
AUDIT (per hour)*	$103.30

TRAVEL (per hour)*	$103.30
PER DIEM**	
HOTEL***	
MILEAGE**	
RENTAL CAR***	
PARKING***	
AIRFARE***	
DEPARTMENT INSPECTION FEES:	
INSPECTION (per hour)*	$103.30
TRAVEL (per hour)*	$103.30
PER DIEM**	
HOTEL***	
MILEAGE**	
RENTAL CAR***	
PARKING***	
AIRFARE***	
ALTERATION INSPECTION (One hour plus insignia alteration fee)	$154.30
INSIGNIA FEES:	
STATE CERTIFIED	$36.50
ALTERATION	$50.80
REISSUED-LOST/DAMAGED	$18.60
OTHER FEES:	
FIELD TECHNICAL SERVICE (per hour* plus travel time* and mileage**)	$103.30
PUBLICATION PRINTING AND DISTRIBUTION OF RCWs AND WACs (One free copy per year upon request)	$18.80
REFUND FEE	$36.50

*Minimum charge of 1 hour; time spent greater than 1 hour is charged in 1/2 hour increments.
**Per state guidelines.
***Actual charges incurred.

[Statutory Authority: Chapters 18.27, 19.28, 70.87, 43.22, 43.22A, and 18.106 RCW. WSR 26-10-060 (Order 25-30), s 296-150P-3000, filed 5/5/26, effective 7/1/26. Statutory Authority: Chapters 43.22 and 43.22A RCW. WSR 24-21-131, s 296-150P-3000, filed 10/22/24, effective 1/1/25; WSR 23-21-084, § 296-150P-3000, filed 10/17/23, effective 12/1/23. Statutory Authority: Chapter 43.22 RCW. WSR 23-09-024, § 296-150P-3000, filed 4/11/23, effective 4/11/23. Statutory Authority: Chapters 43.22 and 43.22A RCW. WSR 22-19-074, § 296-150P-3000, filed 9/20/22, effective 11/1/22; WSR 21-07-126, § 296-150P-3000, filed 3/23/21, effective 4/23/21; WSR 20-04-081, § 296-150P-3000, filed 2/4/20, effective 3/6/20. Statutory Authority: Chapters 18.27, 70.87, 43.22, and 43.22A RCW. WSR 18-24-102, § 296-150P-3000, filed 12/4/18, effective 1/4/19. Statutory Authority: Chapter 43.22 RCW and 2011 1st sp.s. c 50. WSR 12-06-069, § 296-150P-3000, filed 3/6/12, effective 4/30/12. Statutory Authority: Chapters 18.27, 18.106, 43.22, and 70.87 RCW. WSR 07-11-128, § 296-150P-3000, filed 5/22/07, effective 6/30/07. Statutory Authority: Chapters 18.27, 43.22, and 70.87 RCW. WSR 05-12-032, § 296-150P-3000, filed 5/24/05, effective 6/30/05. Statutory Authority: Chapters 18.27 and 43.22 RCW. WSR 04-12-048, § 296-150P-3000, filed 5/28/04, effective 6/30/04. Statutory Authority: RCW 43.22.350, 43.22.434, 43.22.480, 43.22.500, 70.87.030, 18.106.070, 18.106.125, 2001 c 7, and chapters 18.106, 43.22, and 70.87 RCW. WSR 03-12-045, § 296-150P-3000, filed 5/30/03, effective 6/30/03. Statutory Authority: RCW 43.22.350, 43.22.434, 43.22.480, 43.22.500, 18.27.040, 18.27.070, 18.27.075, 70.87.030, 19.28.041, 19.28.051, 19.28.101, 19.28.121, 19.28.161, 19.28.201, 19.28.211, 19.28.341, 2001 c 7, 2002 c 249, and chapters 19.28, 43.22, 18.27, and 70.87 RCW. WSR

02-12-022, § 296-150P-3000, filed 5/28/02, effective 6/28/02. Statutory Authority: RCW 43.22.350, 43.22.434, 43.22.480, 43.22.500, 18.27.070, 18.27.075, 70.87.030, 19.28.041, 19.28.051, 19.28.101, 19.28.121, 19.28.161, 19.28.201, 19.28.211, 19.28.341, 2001 c 159, and chapters 43.22, 19.28, 18.27, and 70.87 RCW. WSR 01-12-035, § 296-150P-3000, filed 5/29/01, effective 6/29/01. Statutory Authority: RCW 43.22.340, 43.22.350, 43.22.355, 43.22.360, 43.22.400, 43.22.432, 43.22.433, 43.22.434, 43.22.450, 43.22.480, and 43.22.485. WSR 00-17-148, § 296-150P-3000, filed 8/22/00, effective 9/30/00. Statutory Authority: Chapters 43.22, 18.27, 70.87 and 19.28 RCW. WSR 99-12-080, § 296-150P-3000, filed 5/28/99, effective 6/28/99. Statutory Authority: Chapters 18.106, 18.27 and 43.22 RCW. WSR 98-12-041, § 296-150P-3000, filed 5/29/98, effective 6/30/98. Statutory Authority: RCW 43.22.340 and 43.22.420. WSR 97-16-043, § 296-150P-3000, filed 7/31/97, effective 12/1/97.]