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## Idaho Statutes

### Modular Building

**TITLE 39. HEALTH AND SAFETY**

**CHAPTER 43. MODULAR BUILDINGS**

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§ 39-4301. Definitions

As used in this chapter:

(1) "Administrator" means the administrator of the division of building safety for the state of Idaho.

(2) "Board" means the modular building advisory board, as created in section 39-4302, Idaho Code.

(3) "Building site" means any tract, parcel or subdivision of land upon which a modular building is installed or is to be installed.

(4) "Closed construction" means any manufactured building or building component which may enclose factory installed structural, mechanical, electrical or plumbing systems and is not open for visual inspection at the building site.

(5) "Commercial coach" means a modular building with permanent running gear and a hitch assembly that is designed and constructed for nonresidential occupancy classifications only.

(6) "Division" means the Idaho division of building safety.

(7) "Modular building" means any building or building component, other than a manufactured or mobile home, which is of closed construction and is either entirely or substantially prefabricated or assembled at a place other than the building site.

§ 39-4302. Modular building advisory board

(1) A modular building advisory board is established in the division of building safety to advise the administrator in the administration and enforcement of the provisions of this chapter. The board shall consist of five (5) members, appointed by the governor, two (2) of whom shall represent manufacturers of modular buildings, two (2) of whom shall be dealers of modular buildings and one (1) of whom shall be a consumer who uses or has used a modular building. The board shall serve the following terms commencing July 1, 2007: two (2) members shall be appointed for a term of one (1) year, two (2) members shall be appointed for a term of two (2) years, and one (1) member shall be appointed for a term of three (3) years. The consumer member shall be a member appointed to a term beginning on July 1, 2007, or as soon thereafter as there is a vacancy on the board. Thereafter board members shall be appointed for a term of three (3) years. Not more than three (3) members shall at any time belong to the same political party. Whenever a vacancy occurs, the governor shall appoint a qualified person to fill the vacancy for the unexpired portion of the term. The members of the board shall be compensated as provided in section 59-509(n), Idaho Code, for each day spent in attendance at meetings of the board. A majority of members shall constitute a quorum, and a quorum at any meeting called by the administrator shall have full and complete power to act upon and resolve in the name of the board.
any matter, thing or question referred to it by the administrator, or which by reason of any provi-
sion of this chapter, it has the power to determine.

(2) The board shall, on the first day of each July or as soon thereafter as practicable, elect
a chairman, vice-chairman and secretary from among its members, and these officers shall hold
office until their successors are elected. As soon as the board has elected its officers, the secre-
tary shall certify the results of the election to the administrator. The chairman shall preside at all
meetings of the board and the secretary shall make a record of the proceedings which shall be
preserved in the offices of the division of building safety. If the chairman is absent from any
meeting of the board, his duties shall be discharged by the vice-chairman. All members of the
board present at a meeting shall be entitled to vote on any question, matter, or thing which
properly comes before the board.

(3) The board shall have the authority to promulgate rules in accordance with chapter 52,
title 67, Idaho Code, to implement the provisions of this chapter.

§ 39-4303. Fees

(1) The following fees, as provided by board rule, shall be paid by the manufacturer of a
modular building:

(a) Per building, one (1) building permit, plan review and inspection fee for structural,
plumbing, electrical and HVAC, based upon the 1997 Uniform Building Code Table 1-A, plus
ninety dollars ($ 90.00) and two and one-half percent (2.5%) of the plumbing, electrical and
HVAC installation costs.

(b) The division may charge a one hundred dollar ($ 100) insignia fee in instances where
building permit fees are not charged for modular buildings.

(2) All fees collected by the division under the provisions of this chapter shall be paid in-
to the modular building account, which is hereby created in the dedicated fund. The expenses
incurred in administering and enforcing the provisions of this chapter shall be paid from the ac-
count. The fees set forth in subsection (1) of this section shall be the exclusive fee requirements
applicable to modular buildings governed by the provisions of this chapter, and shall supersede
any program of any political subdivision of the state which sets fee requirements for the same
inspections or services.

§ 39-4304. Insignia of approval -- Cost -- Placement

(1) No modular building shall be installed on a building site in this state on or after July
1, 2007, unless it is approved and bears the insignia of approval of the division.

(2) Any modular building bearing an insignia of approval of the division shall be deemed
to comply with codes, laws, or rules enacted by the state of Idaho which govern the manufacture
and construction of such building.

(3) The cost of the insignia, if issued, shall be included as a part of the permit fee as set
(4) No modular building which has been approved by the division shall be in any way modified prior to its initial occupancy unless approval of that modification is first made by the division.

(5) Insignias shall be placed on the front, left-hand side of the building.

§ 39-4304A. Appointment and qualifications of modular building inspectors

The administrator may appoint such number of modular building inspectors as is necessary for the effective enforcement of this chapter. Each modular building inspector shall:

(1) Be knowledgeable regarding the type of installation being inspected;
(2) Be certified as an inspector by an organization designated in administrative rule promulgated by the board. Each inspection certification shall correspond to the type of installation being inspected;
(3) Demonstrate knowledge of the provisions of the Idaho Code and the administrative rule governing the type of installation being inspected; and
(4) Not be permitted to:
   (a) Be engaged or be financially interested in any business, trade, practice or work related to this chapter;
   (b) Sell any supplies connected to the electrical, plumbing or heating, ventilation and air conditioning (HVAC) business; or
   (c) Act as an agent, directly or indirectly, for any person, firm, copartnership, association or corporation engaged in the electrical, plumbing or HVAC business.

§ 39-4305. Reciprocity of standards with other states

(1) If the administrator determines that standards for modular buildings that have been adopted by the statutes or rules of another state are at least equal to the standards adopted by the administrator, the administrator may so provide by rule.

(2) If the administrator determines that standards for modular buildings have not been adopted by another state, and modular buildings from that state are transported into this state to be offered for sale, the administrator may certify reciprocal states to inspect such modular buildings. If there is no reciprocity agreement with a state of manufacture, then Idaho will inspect the building, plumbing, electrical and HVAC, provided that the out-of-state manufacturer shall bear the costs of travel and inspection services related to such inspection. If the administrator shall then determine that the modular buildings meet the standards of this state, the product shall be acceptable and the administrator may issue insignia for said modular buildings.

§ 39-4306. Violations misdemeanors -- Civil penalties

Any person, partnership, company, firm, association or corporation who shall willfully violate any of the provisions of this chapter, or the rules of the modular building advisory board or of the administrator herein provided for, or who shall refuse to perform any duty lawfully enjoined up-
on him by the administrator within the prescribed time; or who shall fail, neglect, or refuse to obey any lawful order given or made by the administrator, shall be guilty of a misdemeanor. In addition to any criminal proceedings, the administrator is authorized to bring either an administrative action or a civil proceeding in the courts against the violator and impose and recover a civil penalty against the violator as established by administrative rule, but not to exceed one thousand dollars ($1,000). Each day of such violation shall constitute a separate offense. A violation will be considered a second or additional offense only if it occurs within one (1) year from the previous violation.
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Modular Building
Administrative Rules

Rules for Modular Buildings 07.03.03
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07.03.03 - Rules for Modular Buildings

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000. LEGAL AUTHORITY.
The Modular Building Advisory Board of the Division of Building Safety is authorized under Section 39-4302, Idaho Code, to promulgate rules concerning the enforcement and administration of Title 39, Chapter 43, Idaho Code, for Modular Buildings. (3-26-08)

001. TITLE AND SCOPE.

01. Title. These rules shall be cited as IDAPA 07.03.03, “Rules for Modular Buildings,” Division of Building Safety. (3-26-08)

02. Scope. These rules prescribe the criteria for enforcement and administration of the Idaho Modular Buildings Act by the Modular Building Advisory Board and the Building Bureau of the Division of Building Safety. (3-26-08)

002. WRITTEN INTERPRETATIONS.
In accordance with Section 67-5201(19)(b)(iv), Idaho Code, this agency has statements that pertain to the interpretation of the rules of this chapter. These statements are available for review and copying at the offices of the Division of Building Safety. (3-26-08)

003. ADMINISTRATIVE APPEALS.
This chapter does not provide for administrative relief of the provisions contained herein. (3-26-08)

004. OFFICE -- OFFICE HOURS -- STREET ADDRESS -- MAILING ADDRESS -- TELEPHONE, FAX NUMBER AND WEB ADDRESS.
The principal place of business of the Division of Building Safety is in Meridian, Idaho. The office is located at 1090 E. Watertower Street, Meridian, Idaho and is open from 8 a.m. to 5 p.m., except Saturday, Sunday, and legal holidays. The mailing address is: Division of Building Safety, 1090 E. Watertower Street, Meridian, Idaho 83642. The telephone number of the office is (208) 334-3896. The facsimile number of the office is (208) 855-9399. The Department website at http://dbs.idaho.gov/. (3-26-08)

005. PUBLIC RECORDS ACT COMPLIANCE.
The rules contained herein have been promulgated according to the provisions of Title 67, Chapter 52, Idaho Code, and are public records. (3-26-08)

006. -- 009. (RESERVED)

010. DEFINITIONS.
The terms defined in this section shall have the following meaning for all parts of IDAPA 07.03.03, unless the context clearly indicates another meaning. (3-26-08)

01. Administrator. The Administrator of the Division of Building Safety for the state of Idaho. (3-26-08)

02. Alterations or Conversions of Modular Buildings. Any change from the approved plans or installation instructions which would affect the structural, mechanical, electrical or plumbing systems of Modular Buildings bearing a Division Insignia of approval and shall include the replacement, addition, modification, or removal of any structural member; plumbing, heat-producing or electrical equipment, or installation which may effect such systems prior to first occupancy. Any such alteration or conversion shall first be approved by testing and inspection in the same manner as original systems or component parts. The following shall not constitute alteration or conversion: (3-26-08)

a. Repairs with approved replacement parts; (3-26-08)
b. Conversion of listed fuel-burning appliances in accordance with the terms of their listing; (3-26-08)
c. Replacement of equipment and appliances in kind; (3-26-08)
d. Adjustment and maintenance of equipment. (3-26-08)

03. Board. The Modular Building Advisory Board, as created in Section 39-4302, Idaho Code. (3-26-08)

04. Building Site. Any tract, parcel, or subdivision of land upon which a Modular Building is installed or is to be installed. (3-26-08)

05. Closed Construction. Any manufactured building or building component that may enclose factory installed structural, mechanical, electrical, or plumbing systems and is not open for visual inspection at the Building Site. (3-26-08)

06. Commercial Coach. A Modular Building with permanent running gear and a hitch assembly that is designed and constructed for nonresidential occupancy classifications only. Permanent running gear includes springs, spring hangers, axles, bearings, wheels, brakes, rims and tires and their related hardware. (3-26-08)

07. Division. The Idaho Division of Building Safety. (3-26-08)

08. Insignia. A label or tag issued by the Division to indicate compliance with the codes, standards, rules, and regulations established for manufactured building systems, subsystems, or building elements, Modular Buildings, and Commercial Coaches. (3-26-08)

09. Modular Building. Any building or building component, other than a manufactured or mobile home, that is of Closed Construction and is either entirely or substantially prefabricated or assembled at a place other than the Building Site. (3-26-08)

10. Technical Service. Conducting research, evaluation, consultation, interpretation, and clarification by the Division of technical data relating to the application of these rules, and shall also include special field inspections that are not covered in other portions of these rules. (3-26-08)

011. -- 026. (RESERVED)

027. PERMITS. Building permits shall be obtained from the Division prior to the construction of structures governed by Title 39, Chapter 43, Idaho Code, or rules promulgated by the Board. (3-26-08)

028. PLAN REVIEW.

01. Jurisdiction. The Division shall have exclusive jurisdiction and authority to conduct plan reviews of the in-plant construction of Modular Buildings. (3-26-08)

02. Plans Specifications. Plans shall be drawn to scale and shall be on uniformly sized standard stock drawing sheets not to exceed thirty-six (36) inches by sixty (60) inches or in digital PDF format. (3-26-08)

03. Plans Not Required. Plans shall not be required for group U occupancies of Type V conventional light-frame wood construction. (3-26-08)

04. Nonconformance. Should the plan submittal not conform to the requirements of these rules, the applicant shall be notified in writing within fifteen (15) work days of the date they are received by the Division. Should the applicant fail to submit a completely corrected plan submittal in accordance with the information supplied by the Division within ninety (90) days of such notice, the plan submittal will be deemed abandoned. Subsequent submission thereafter shall be processed as a new plan submittal. (3-26-08)
05. Distribution of Approved Copies. An approved copy of the plan submittal shall be returned to and retained by the manufacturer and a copy shall be retained by the Division. When necessary, an additional copy shall be distributed for use by third party or contract inspectors. (3-26-08)

06. Proprietary Information. All material submitted by the manufacturer in the form of design plans, engineering data, test results, and other design information relating to their application will be considered proprietary information and will not be released for public scrutiny except when so ordered by a court of competent jurisdiction. (3-26-08)

07. Revisions to Approved Modular Building Plans. Where the manufacturer proposes to revise his submitted designs, or Division adopted rules or codes are amended to necessitate such a change, the manufacturer shall submit revised plans for examination and approval. (3-26-08)

08. Application Provisions. The provisions of this section shall apply only to plans for work which will be accomplished at the place of manufacture. (3-26-08)

029. FEES.
The following fee schedule shall be applicable for the functions cited:

01. Modular Building Permit Fees. Other than as herein specified in this section, the permit fee schedule for Modular Buildings shall be as provided herein in Table 1-A plus ninety dollars ($90) and two and one-half percent (2.5%) of the plumbing, electrical, and HVAC installation costs. The determination of value or valuation shall be based on the total value of all construction work for which a permit is issued.

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<td>$1 to $500</td>
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<td>$501 to $2,000</td>
<td>$23.50 for the first $500 plus $3.05 for each additional $100, or fraction thereof, to and including $2,000</td>
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<td>$3,233.75 for the first $500,000 plus $4.75 for each additional $1,000, or fraction thereof, to and including $1,000,000</td>
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<tr>
<td>$1,000,001 and up</td>
<td>$5,608.75 for the first $1,000,000 plus $3.65 for each additional $1,000, or fraction thereof</td>
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02. Other Inspections and Fees. (3-26-08)
a. Inspections outside of normal business hours: sixty-five dollars ($65) per hour (minimum charge - two (2) hours). (3-26-08)

b. Re-inspection fees: sixty-five dollars ($65) per hour. (3-26-08)

c. Inspections for which no fee is specifically indicated: sixty-five dollars ($65) per hour (minimum charge - one half (1/2) hour). (3-26-08)

d. Additional plan review required by changes, additions, or revisions to plans: sixty-five dollars ($65) per hour (minimum charge - one-half (1/2) hour). (3-26-08)

e. For use of outside consultants for plan checking and inspections or both: actual costs. (3-26-08)

03. Insignia Tag Fee. In instances where building permit fees are not charged for Modular Buildings, a one hundred dollar ($100) fee will be charged for an Insignia. (3-26-08)

04. Investigation Fee. Whenever any work for which a permit is required by these rules has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by these rules. The minimum investigation fee shall be the same as the minimum fee set forth in Table 1-A. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of these rules nor from any penalty prescribed by law. (3-26-08)

05. Payment of Fees. Fees shall be paid to and collected by the Division. (3-26-08)

06. Plan Review. Where the Modular Building plans have not been previously approved, the Modular Building fee shall include an additional amount equal to sixty-five percent (65%) of the permit fee calculated in accordance with Table 1-A. (3-26-08)

07. Refund of Permit Fees. The Administrator may authorize refunding of any permit fee paid which was erroneously paid or collected. The Administrator may authorize refunding of not more than eighty percent (80%) of the permit fee paid when no work has been done under a permit issued in accordance with these rules. The Administrator shall not authorize refunding of any permit fee paid except on written application filed by the original applicant not later than one hundred eighty (180) days after the date of fee payment. (3-26-08)

08. Refund of Plan Review Fees. There shall be no refund of plan review fees. (3-26-08)

030. RIGHT OF ENTRY. Whenever necessary to make an inspection to enforce any of the provisions of Title 39, Chapter 43, Idaho Code, or whenever the Administrator or his authorized representative has reasonable cause to believe that there exists in any building or upon any premises, any condition which makes such building or premises unsafe, the Administrator or his authorized representative shall enter such building or premises at all reasonable times to inspect the same or to perform any duty imposed upon the Division by Title 39, Chapter 43, Idaho Code; provided that if such building or premises is occupied, he shall first present proper credentials and demand entry; and if such building or premises be unoccupied, he shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and demand entry. If such entry is refused, the Administrator shall have recourse to every remedy provided by law to secure entry. (3-26-08)

031. REMOVAL OF ORDERS AND NOTICES PROHIBITED. Removal of stop work or prohibited occupancy orders or notices from a building or structure, bearing such order or notice by any person or persons not authorized by the Administrator or his authorized representative, shall constitute a violation under the provisions of Section 39-4126, Idaho Code, and shall fall under the provisions of Section 18-317, Idaho Code. (3-26-08)

032. MODULAR BUILDINGS.
01. **Enforcement and Administration.** The Administrator shall administer and enforce all the provisions of these rules. Any officer, agent, or employee of the Division is authorized to enter any premises during any normal or operational hours where Modular Buildings are manufactured for the purpose of examining any records pertaining to quality control and inspection and may inspect any such units, equipment, or installations to insure compliance with the provisions of these rules and codes enumerated in Title 39, Chapters 41 and 43, Idaho Code. When it becomes necessary, he may require that a portion or portions of such Modular Building units be removed in order that an inspection may be made to determine compliance. Every manufacturer of Modular Buildings shall obtain prior approval and an Insignia for each Modular Building unit to be installed in the state of Idaho. (3-26-08)

02. **Inspections.** (3-26-08)

   a. **Inspections at Manufacturing Plants.** The Division shall conduct inspections at the manufacturing plant to determine compliance with the provisions of these rules and with codes adopted by Title 39, Chapter 41, Idaho Code, and Title 54, Chapters 10, 26, and 50, Idaho Code. (3-26-08)

   b. **In-Plant Inspections.** Due to the repetitive nature of the manufacturing process, the required inspections outlined in the International Building Code or International Residential Code may not be required if, in the opinion of the Division, compliance can be obtained by periodic inspections. The Division shall conduct periodic unannounced inspections at any manufacturing site to review any or all aspects of a manufacturer’s production and inspectional control procedures. Each unit, however, shall be inspected at least once during the course of production for compliance with the adopted standards. No unit manufactured to be installed in the state of Idaho will be shipped from the point of manufacture without inspection and attached Insignia. (3-26-08)

   c. **Field Inspections.** All existing Modular Buildings to be installed in the state of Idaho not bearing the Division’s Insignia shall not be used or occupied until required Idaho Insignia has been issued by the Division and properly affixed in accordance with these rules. Applicants for Insignia shall obtain permits, plan approvals, and inspections as required by these rules. (3-26-08)

   d. **Qualifications of Inspectors.** All inspectors performing inspections of modular buildings must be properly certified for the type of inspection being conducted. The Modular Board recognizes certifications granted through the National Certification Program Construction Code Inspector program (NCPCCI), the National Inspection Testing Certification program (NITC), the International Association of Electrical Inspectors (IAEI), and the International Code Council (ICC). Certifications shall be current and of the proper classification for the structure or subsystem being inspected. (3-29-10)

03. **Installation Inspection.** In order to complete the installation of the Modular Building, approval and inspection of said installation by the enforcement agency having jurisdiction over the site location shall be required. (3-26-08)

04. **Field Technical Service.** Any person may request field Technical Service and requests for such service shall be submitted to the Division in writing. (3-26-08)

05. **Local Enforcement Agencies.** (3-26-08)

   a. **Rights of Local Enforcement Agency.** A local enforcement agency shall have the right to require a complete set of plans and specifications approved by the Division for each Modular Building to be installed within its jurisdiction, to require that all permits be obtained before delivery of any unit to a Building Site. After leaving the manufacturing facility, future alterations or conversions of Division approved Modular Buildings shall be field inspected by the local unit of government having jurisdiction. (3-26-08)

   b. **Limitations of Rights of Local Enforcement Agency.** A local enforcement agency shall not have the right to: open for inspection any Modular Building or component bearing an Insignia to determine compliance with any codes or ordinances; require by ordinance or otherwise that Modular Buildings meet any requirements not equally applicable to on-site construction; or to charge permit or plan review fees for any portion of the structure prefabricated or assembled at a place other than the Building Site. (3-26-08)
06. Insignia.

a. Required Insignia. Each Modular Building section shall bear a Division Insignia prior to leaving the manufacturing facility. Assigned Insignia are not transferable and are void when not affixed as assigned. All such voided Insignia shall be returned to, or may be confiscated by, the Division. Insignia remain the property of the Division and may be confiscated in the event of violation of conditions of approval. Assigned Insignia affixed in the field shall be under the direction of the Division’s authorized agent. (3-26-08)

b. Insignia Location. Insignias shall be placed on the front, left-hand side of the building. (3-26-08)

c. Serial Number. Each Modular Building shall bear a legible identifying serial number, which shall include the state of manufacture. Each section of a multiple Modular Building shall have the same identifying serial number followed by a numerical sequence identifier or a letter suffix, or both. Characters for serial numbers shall be three-eighths (3/8) inch minimum height. Numbers shall not be stamped into a hitch assembly or draw bar. (3-26-08)

d. Data on Insignia. The date of manufacture, showing month, week, and year will be shown on the Insignia. Such data will be provided by the manufacturer on the application for Insignia. (3-26-08)

07. Reciprocal Agreements. The provisions for Insignia of compliance as specified in a written and signed reciprocal agreement between the Division and any other state shall take precedence over the provisions of these rules. Where there is evidence that the in-plant inspection controls in out-of-state plants within states having reciprocal agreements with the state of Idaho are not being maintained for units to be placed in Idaho, the Division reserves the right to make out-of-state inspections, and fees for such inspection as set forth in these rules shall be paid by the manufacturer. (3-26-08)

033. CIVIL PENALTIES.
The following acts shall subject the violator to penalties based on the following schedule. (5-8-09)

01. Installation. Any person who transports a modular building to or installs a modular building on a building site in this state without first receiving approval and securing to the structure insignia evidencing such approval from the Division shall be subject to a civil penalty of not more than two hundred dollars ($200) for the first offense and subject to a civil penalty of not more than one thousand dollars ($1,000) for each offense thereafter. (5-8-09)

02. Modification. Any person who in any way modifies or alters a modular building prior to its initial occupancy which has previously been approved by the Division without first having received approval to do so from the Division shall be subject to a civil penalty of not more than two hundred dollars ($200) for the first offense and subject to a civil penalty of not more than one thousand dollars ($1,000) for each offense thereafter. (5-8-09)

03. Removal of Orders. Any person who removes a stop work or prohibited occupancy order or notice from a building or structure bearing such order or notice shall be subject to a civil penalty of not more than two hundred dollars ($200) for the first offense and subject to a civil penalty of not more than one thousand dollars ($1,000) for each offense thereafter. (5-8-09)

04. Lawful Orders. Any person who shall fail, neglect, or refuse to obey any lawful order issued by the Administrator or his representative, or who shall refuse to perform any duty lawfully enjoined upon him by the Administrator or his representative, shall be subject to a civil penalty of not more than two hundred dollars ($200) for the first offense and subject to a civil penalty of not more than one thousand dollars ($1,000) for each offense thereafter. (5-8-09)

034. -- 999. (RESERVED)
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