



## Factory Assembled Structures Program

### **Recreational Vehicles – Plan Review Guidelines and Submittal Process for Licensed Professional Plan Approvals**

Plan reviews from approved Licensed Professionals (LP) can serve as the required plans that factories must have to obtain FAS insignia on Recreational Vehicles for Washington State. This document provides general guidance for licensed professionals and manufacturers about the typical drawings and other information that must be submitted in professionally approved plans for Recreational Vehicles (RVs).

Each RV model plan must include the drawings and information detailed in ANSI/RVIA UPA-1 Standard for Uniform Plan Approval for RVs. Use the UPA-1 as a checklist to be sure your plans submitted for LP review are complete. Plan reviewers, including approved licensed professionals are not involved in designing or assisting the manufacturer in completing their design plans and forms.

Plans must indicate compliance with the current edition of the NFPA 1192 (WAC 296-150R-0330(2)). Plan drawings must be neat, legible, and drawn to a recognized architectural “scale”. Each page of the drawing set needs to have a drawing name, for example; “floor plan”, “details”, “plumbing”, etc., a drawing number and the date prepared or last revision.

RV’s must be designed, and the plans reviewed, to the following requirements (WAC 296-150R-0330):

- NFPA 1192; Standard for Recreational Vehicles (current edition) – including all applicable publications shown in Chapter 2 of this standard. Primarily:
  - NFPA 70; National Electrical Code Chapter 551 Recreational Vehicles
  - ANSI/RVIA EGS-1; Engine Generator Sets for RV Safety Requirements
  - ANSI/RVIA LV; Low Voltage Systems for RVs Standard
- Washington State Motor Vehicle Laws Title 46 RCW
  - 46 foot in maximum length for Motor Homes, Travel Trailers & Fifth Wheels– RCW 46.44.030(1)(b)
  - 14 foot maximum height (from the road surface to highest point) – RCW 46.44.020
  - 8 foot 6 inches in maximum width - RCW 46.44.010
    - Appurtenances are permitted to project a maximum of 4” from the body of an RV; except for awnings which are permitted to project up to 6” inches in travel mode - RCW 46.44.013
- FAS program limitations and clarifications:
  - All 120v receptacles in bathrooms (areas occupied by a toilet, shower, tub, or any combination thereof), including receptacles in cabinets/alcoves (for example enclosing laundry equipment) must be GFCI protected

- All kitchen island/countertop surface receptacles within 6' of a sink must be GFI protected regardless of "walkways" for "traffic areas".
- Loft areas must be shown on design plans and indicate the space occupied by mattresses.
- RV units utilizing "alternate materials, alternate design and method of construction" must have the alternate materials, designs or methods approved in writing from FAS in accordance with WAC 296-150R-0140.

**Submitting approved plans to FAS:**

The manufacturer or their agent sends plans approved by the licensed professional to the FAS program electronically. The submittal for each RV model must be a complete package with all of the necessary drawings, forms and other documents in a single PDF. Files with multiple models, partial submittals or submittals from multiple sources are not accepted.

The file for each RV model must include the following:

- A copy of the authorization letter from us for the licensed professional.
- A completed "plan approval request" form [F622-006-000](#) - see instructions.
- A complete set of design plans for the RV model in accordance with UPA-1, and in compliance with NFPA 1192.

**Use the following instructions to send your approved LP reviewed plans to FAS:**

- 1.) Plans from approved Licensed Professionals must bear their review approval stamp and be a single flattened PDF file for each RV model that contains the drawings, forms and other documents required by UPA-1.
- 2.) Email [FAS1@lni.wa.gov](mailto:FAS1@lni.wa.gov) to inform us that you would like to submit a plan(s) reviewed by a licensed professional. The email must include:
  - a) The manufacturer name and manufacturer number (the same one you use for plan approval requests/insignia requests)
  - b) Email addresses for any factory contact that will be submitting plans to your account.
- 3.) You will receive an email from the BOX.com cloud system linking you to a document folder for plan uploads. If you do not have a BOX.com account, you will be prompted to create a free one for current and future submittals (see attachment). You will also be able to access approved plans through this box.
- 4.) Upload your documents to the BOX.com account. The upload should contain a flattened PDF of the LP approved plan for each RV model. The file name for each plan must include the manufacturer name and the model name/number you have used on the "plan approval request" form. For example, RVManufacturer\_BestUnit.pdf, or similar.

- 5.) Once you upload plans, we will send you a unique permit number (FP number) and a link to pay your plan review fees online by credit card. When the fees are received the plan(s) will move to “in line” status for acceptance processing.
- 6.) Once your plans are accepted and an FAS plan approval number has been added you will be emailed a BOX link to access the plans. You will need to print/retain the copies of the approved plan at each factory that is producing units to those plans.
- 7.) You can use this plan number to request audits and inspections (unless you have an approved QC manual and passed an initial factory audit) and to order insignia.