

# You've Been Approved for a Temporary Housing Unit. What Are Your Next Steps?

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When the FEMA representative tells you that your site is feasible, you should contact your electric utility provider and arrange for a second service and meter. The FEMA contractor will arrange for permits, but you must arrange for electric service. The FEMA contractor will also advise you when to have the meter installed and the power turned on. If you experience any delays or setbacks with this requirement, you should contact FEMA to discuss possible solutions.

## After the unit is ordered, delays may result for few reasons:

- **Power hookup:** After you contact your electric provider and the meter is installed, the county or city will inspect the installation and notify the utility company that power may be turned on. Any of these steps can delay occupancy.
- **Damage or defects:** If defects are discovered in the air-conditioner, water, lighting, toilets or other parts of the unit, FEMA must repair them before turning over the keys.
- **Right-of-entry:** If utility lines that serve a unit cross a neighboring property, FEMA must obtain right of entry from the property owner(s). This can delay occupancy, depending on how long it takes to obtain permission.
- **Underground utility location:** The FEMA contractor must arrange for all underground utility lines to be located and marked prior to trenching for installation of the unit or anchoring the unit.

Once installation of the unit is complete, an occupancy inspection will take place. When the unit passes inspection, it will be sanitized, and it is ready for occupancy. At that point, you will sign a license-in agreement to occupy the unit. Placing temporary housing on your private property does not happen overnight.

## Next Steps in the Housing Process - Commercial Site



FEMA

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If it is determined a temporary housing unit cannot be placed on your private property and there is no alternate site, you may be placed on the list for a commercial site. Commercial sites are existing manufactured home parks with available pads that FEMA leases for the purpose of providing Direct Temporary Housing Assistance.

Some parks require a background check and you will have to comply with the park's rules and regulations. FEMA's contractor installs the unit on the pad, connects water, electrical and sewer/septic lines, and builds/installs stairs or ramp. You may need to set up utility accounts under your name.

Once installation of the unit is complete, an occupancy inspection will take place. When the unit passes inspection, it will be sanitized and it is ready for occupancy. At that point, you will sign a license-in agreement to occupy the unit.

