

# PERMIT WORKSHEET

## PERMIT NUMBER \_\_\_\_\_

Installer \_\_\_\_\_ License # \_\_\_\_\_

Installer Mobile Phone # \_\_\_\_\_

Address of home being installed \_\_\_\_\_  
 \_\_\_\_\_

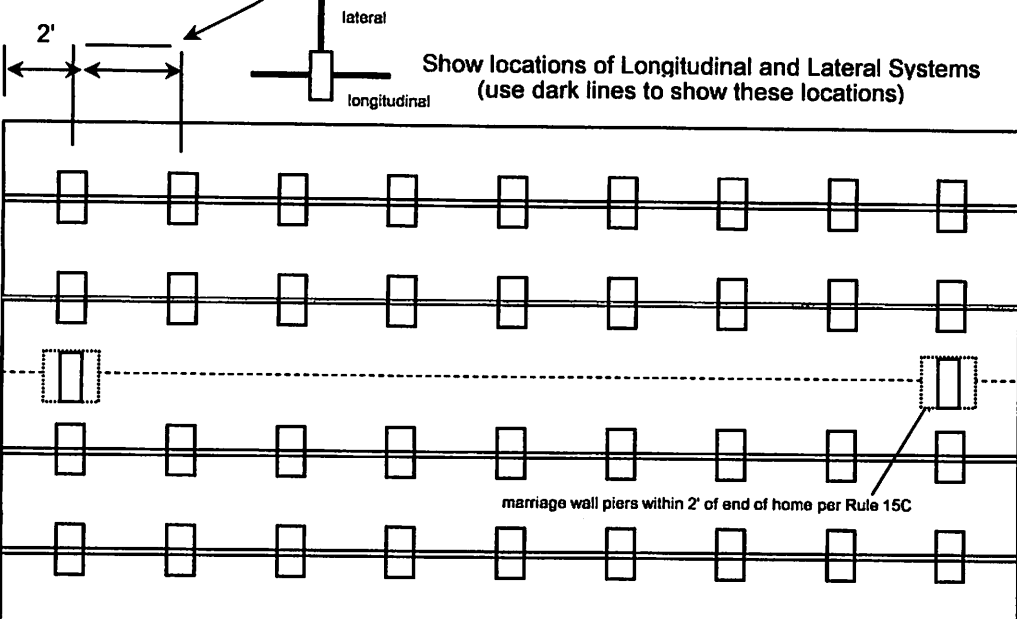
Manufacturer \_\_\_\_\_ Length x width \_\_\_\_\_

**NOTE:** if home is a single wide fill out one half of the blocking plan  
 if home is a triple or quad wide sketch in remainder of home

I understand Lateral Arm Systems cannot be used on any home (new or used)  
 where the sidewall ties exceed 5 ft 4 in.

Installer's initials \_\_\_\_\_

Typical pier spacing



New Home  Used Home

Home installed to the Manufacturer's Installation Manual

Home is installed in accordance with Rule 15-C

Single wide  Wind Zone II  Wind Zone III

Double wide  Installation Decal # \_\_\_\_\_

Triple/Quad  Serial # \_\_\_\_\_

Roof System: Typical  Hinged

### PIER SPACING TABLE FOR USED HOMES

Load bearing capacity	Footer size (sq in)	16" x 16" (256)	18 1/2" x 18 1/2" (342)	20" x 20" (400)	22" x 22" (484)*	24" X 24" (576)*	26" x 26" (676)
1000 psf		3'	4'	5'	6'	7'	8'
1500 psf		4' 6"	6'	7'	8'	8'	8'
2000 psf		6'	8'	8'	8'	8'	8'
2500 psf		7' 6"	8'	8'	8'	8'	8'
3000 psf		8'	8'	8'	8'	8'	8'
3500 psf		8'	8'	8'	8'	8'	8'

\* interpolated from Rule 15C-1 pier spacing table.

#### PIER PAD SIZES

I-beam pier pad size \_\_\_\_\_

Perimeter pier pad size \_\_\_\_\_

Other pier pad sizes (required by the mfg.) \_\_\_\_\_

Draw the approximate locations of marriage wall openings 4 foot or greater. Use this symbol to show the piers.

List all marriage wall openings greater than 4 foot and their pier pad sizes below.

Opening \_\_\_\_\_ Pier pad size \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### TIEDOWN COMPONENTS

**Longitudinal Stabilizing Device (LSD)**

Manufacturer \_\_\_\_\_

**Longitudinal Stabilizing Device w/ Lateral Arms**

Manufacturer \_\_\_\_\_

#### POPULAR PAD SIZES

Pad Size	Sq In
16 x 16	256
16 x 18	288
18.5 x 18.5	342
16 x 22.5	360
17 x 22	374
13 1/4 x 26 1/4	348
20 x 20	400
17 3/16 x 25 3/16	441
17 1/2 x 25 1/2	446
24 x 24	576
26 x 26	676

#### ANCHORS

4 ft \_\_\_\_\_ 5 ft \_\_\_\_\_

#### FRAME TIES

within 2' of end of home spaced at 5' 4" oc

#### OTHER TIES

	Number
Sidewall	_____
Longitudinal	_____
Marriage wall	_____
Shearwall	_____

PERMIT NUMBER

POCKET PENETROMETER TEST

The pocket penetrometer tests are rounded down to psf or check here to declare 1000 lb. soil without testing.

X \_\_\_ X \_\_\_ X \_\_\_

POCKET PENETROMETER TESTING METHOD

- 1. Test the perimeter of the home at 6 locations.
2. Take the reading at the depth of the footer.
3. Using 500 lb. increments, take the lowest reading and round down to that increment.

X \_\_\_ X \_\_\_ X \_\_\_

TORQUE PROBE TEST

The results of the torque probe test is \_\_\_ inch pounds or check here if you are declaring 5' anchors without testing \_\_\_. A test showing 275 inch pounds or less will require 5 foot anchors.

Note: A state approved lateral arm system is being used and 4 ft. anchors are allowed at the sidewall locations. I understand 5 ft anchors are required at all centerline tie points where the torque test reading is 275 or less and where the mobile home manufacturer may require anchors with 4000 lb holding capacity.

Installer's initials

ALL TESTS MUST BE PERFORMED BY A LICENSED INSTALLER

Installer Name

Date Tested

Electrical

Connect electrical conductors between multi-wide units, but not to the main power source. This includes the bonding wire between multi-wide units. Pg. \_\_\_

Plumbing

Connect all sewer drains to an existing sewer tap or septic tank. Pg. \_\_\_

Connect all potable water supply piping to an existing water meter, water tap, or other independent water supply systems. Pg. \_\_\_

Site Preparation

Debris and organic material removed
Water drainage: Natural Swale Pad Other

Fastening multi wide units

Floor: Type Fastener: Length: Spacing:
Walls: Type Fastener: Length: Spacing:
Roof: Type Fastener: Length: Spacing:
For used homes a min. 30 gauge, 8" wide, galvanized metal strip will be centered over the peak of the roof and fastened with galv. roofing nails at 2" on center on both sides of the centerline.

Gasket (weatherproofing requirement)

I understand a properly installed gasket is a requirement of all new and used homes and that condensation, mold, mildew and buckled marriage walls are a result of a poorly installed or no gasket being installed. I understand a strip of tape will not serve as a gasket.

Installer's initials

Type gasket Pg. \_\_\_

Installed:
Between Floors Yes \_\_\_
Between Walls Yes \_\_\_
Bottom of ridgebeam Yes \_\_\_

Weatherproofing

The bottomboard will be repaired and/or taped. Yes \_\_\_ Pg. \_\_\_
Siding on units is installed to manufacturer's specifications. Yes \_\_\_
Fireplace chimney installed so as not to allow intrusion of rain water. Yes \_\_\_

Miscellaneous

Skirting to be installed. Yes \_\_\_ No \_\_\_
Dryer vent installed outside of skirting. Yes \_\_\_ N/A \_\_\_
Range downflow vent installed outside of skirting. Yes \_\_\_ N/A \_\_\_
Drain lines supported at 4 foot intervals. Yes \_\_\_
Electrical crossovers protected. Yes \_\_\_
Other: \_\_\_

Installer verifies all information given with this permit worksheet is accurate and true based on the manufacturer's installation instructions and or Rule 15C-1 & 2

Installer Signature Date

# MOBILE HOME INSTALLER AFFIDAVIT

As per Florida Statutes Section 320.8249 Mobile Home Installers License:

Any person who engages in mobile home installation shall obtain a mobile home installer's license from the Bureau of Mobile Home and Recreational Vehicle Construction of the Department of Highway Safety and Motor Vehicles pursuant to this section. Said license shall be renewed annually, and each licensee shall pay a fee of \$150.

As per Suwannee County Land Development Regulations, Section 14.8:

It shall be deemed a violation of these land development regulations for any person, firm, corporation, or other entity to place or erect any mobile home on any lot or parcel of land within any area subject to these land development regulations for private use without **FIRST** having secured a mobile home move-on (building) permit from the Land Development Regulation Administrator (Building Department). Such permit shall be deemed to authorize placement, erection, and use of the mobile home only at the location specified in the permit. **The responsibility of securing a mobile home move-on (building) permit shall be that of the person causing the mobile home to be moved.** The move-on (building) permit shall be posted prominently on the mobile home before such mobile home is moved onto the site.

I, \_\_\_\_\_, license number IH \_\_\_\_\_  
Please Print  
do hereby state that the installation of the manufactured home for \_\_\_\_\_  
Applicant  
\_\_\_\_\_ at \_\_\_\_\_  
Job Address  
will be done under my supervision.

\_\_\_\_\_  
Mobile Home Installer's Signature  
Mobile Phone # \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

Notary Public: \_\_\_\_\_  
Signature

My Commission Expires: \_\_\_\_\_

## MOBILE HOME INSTALLER AFFIDAVIT

I certify that the following described mobile home being placed on the referenced parcel is not a Wind Zone 1 mobile home.

Customer's Name: \_\_\_\_\_

Property ID: Sec: \_\_\_\_\_ Twp: \_\_\_\_\_ Rge: \_\_\_\_\_ Tax Parcel No: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Mobile Home Year/Make: \_\_\_\_\_ Size: \_\_\_\_\_

Vin #: \_\_\_\_\_

\_\_\_\_\_  
Signature of Mobile Home Installer

\_\_\_\_\_  
Mobile Home Installer's name printed/typed

\_\_\_\_\_  
Mobile Phone Number

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

by \_\_\_\_\_.

\_\_\_\_\_  
Notary's name printed/typed

\_\_\_\_\_  
Notary Public, State of Florida  
Commission No. \_\_\_\_\_  
Personally Known: \_\_\_\_\_  
Produced ID (type) \_\_\_\_\_

**!!ATTENTION INSTALLERS!!**

**DO NOT MOVE MOBILE HOME**

**WITHOUT PERMIT**

**YOU WILL BE FINED AND**

**REPORTED TO DMV IN**

**TALLAHASSEE!!!**

**“Suwannee County Land Development Regulations, Section 14.8”**

It shall be deemed a violation of these land development regulations for any person, firm, corporation, or other entity to place or erect any mobile home on any lot or parcel of land within any area subject to these land development regulations for private use without **FIRST** having secured a mobile home move-on (building) permit from the Land Development Regulation Administrator (Building Department). Such permit shall be deemed to authorize placement, erection, and use of the mobile home only at the location specified in the permit. **The responsibility of securing a mobile home move-on (building) permit shall be that of the person causing the mobile home to be moved.** The move-on (building) permit shall be posted prominently on the mobile home before such mobile home is moved onto the site.

**Suwannee County Land Development Regulations, Section 4.19.4”**

**“No separate accessory building shall be located within five (5) feet of any building.”  
Any structure closer than five (5) feet should have an addition to dwelling permit!**

**ATTENTION MOBILE HOME INSTALLERS & OWNERS**

ANY MOBILE HOME PERMIT ISSUED AFTER 5/1/2022  
WILL REQUIRE PAD TO BE INSPECTED BEFORE  
INSTALLATION OF MOBILE HOME

FAILURE TO HAVE A PAD INSPECTION COULD  
RESULT IN THE MOBILE HOME BEING REMOVED

**ROBERT HINKLE  
BUILDING OFFICIAL**

# SUWANNEE COUNTY BUILDING DEPARTMENT

224 PINE AVENUE  
LIVE OAK, FL 32060

Phone: 386-364-3407  
Fax: 386-364-3754



## MOBILE HOME COMMITMENT OBLIGATION

I, \_\_\_\_\_, of \_\_\_\_\_,  
license number \_\_\_\_\_, hereby agree, that due to the lack of  
availability of mobile home installation decals required by statute. I agree to install  
them within 30 days of the date they become available. I understand that if they  
are not installed within the 30 days of availability my permitting/privileges will be  
suspended.

\_\_\_\_\_  
Signature of Licensed Mobile Home Installer

\_\_\_\_\_  
Date

State of Florida

County of \_\_\_\_\_

Sworn to (or affirmed) and subscribed before me this \_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_.

(Mobile Home Installer)

\_\_\_\_\_  
Notary's name printed/typed

\_\_\_\_\_  
Notary Public, State of Florida

Commission No. \_\_\_\_\_

Personally Known: \_\_\_\_\_

Produced ID (type): \_\_\_\_\_

## **Acknowledgment for Mobile Home Pad Inspection**

I understand a pad inspection is required. Failure to have pad inspection may result in Mobile Home being removed so pad maybe inspected.

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Installer Signature

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Installer License Number

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Date