

**City of Gainesville's Building Department**  
**Checklist for Manufactured Home Permit**

ALL SUBMITTALS FOR CONSTRUCTION PERMITS MUST BE SUBMITTED  
 THROUGH ePLAN REVIEW - PROJECTDOX.

**GENERAL REQUIREMENTS:**

<input type="checkbox"/>	Permit Application
<input type="checkbox"/>	Installation must be done by a licensed installer.
<input type="checkbox"/>	Separate electrical permit.
<input type="checkbox"/>	Separate mechanical permit for site installed HVAC systems.
<input type="checkbox"/>	Separate plumbing permit for work exceeding the scope of the licensed installer as provided in FAC 15C-2.0072(4).

**PLANS:**

<input type="checkbox"/>	Please include the following items showing compliance with FAC 15C and the current edition of the Florida Building Code.
<input type="checkbox"/>	Provide floor plan of manufactured home.
<input type="checkbox"/>	Provide stair detail and skirting information.
<input type="checkbox"/>	Provide site plan showing proposed location of mobile home along with any adjacent buildings. Include dimensions from manufactured home to lot lines.
<input type="checkbox"/>	Manufactured Home Installation Worksheet (15C Compliance)
<input type="checkbox"/>	Copy of decal that will be going on manufactured home with licensed installer's number on it.
<input type="checkbox"/>	Must have engineering for all anchor systems not found in DMV manual. (eg. Longitudinal systems)
<input type="checkbox"/>	Scale drawing of all pier blocking locations, foundation or footer dimensions, and the soil load bearing capacity at the installation site. <ul style="list-style-type: none"> <li>• The soil load bearing capacity can be determined by a penetrometer test. (Please see next page for a penetrometer example.)</li> </ul>
<input type="checkbox"/>	All drawings must be clear, concise and drawn to scale. (optional details that are not used shall be marked void or crossed off)
<input type="checkbox"/>	Designer's name and signature on document. If created by a licensed architect or engineer, the official digital signature and electronic seal shall be affixed.

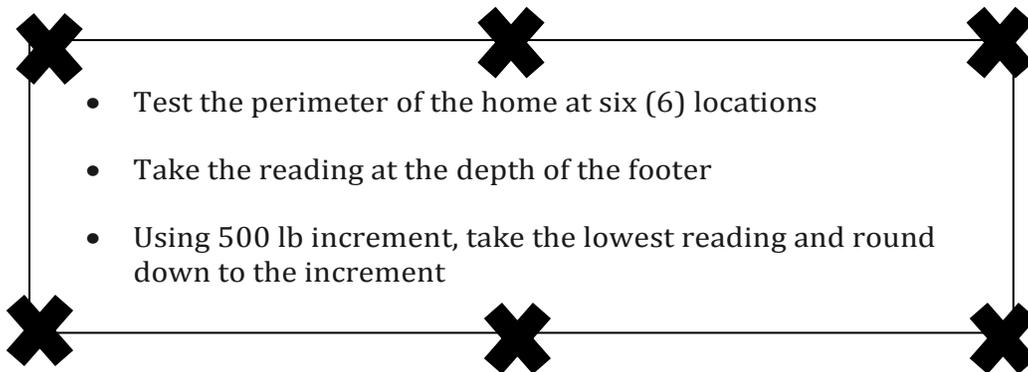
After all inspections have been approved, a Certificate of Occupancy must be issued before the manufactured home can be occupied. (Installer or owner must bring in the signed orange inspection card to the building department in order to get the C.O. certificate.)

## Penetrometer Test

The soil load bearing capacity can be determined by a penetrometer test performed by a licensed installer, a general soil load bearing capacity declaration by a local building official or a test performed by a geotechnical testing company. When the soil load bearing capacity is not known, pier placement shall be based on a soil load bearing capacity of 1,000 psf.

 Test Locations

 Perimeter



# MANUFACTURED HOME INSTALLATION WORKSHEET

This worksheet is to be filled out by the installer of the manufactured home and becomes part of the Building Permit information. The permit, this worksheet and the manufacturer's installation booklet must be on 'the job site for the tie-down inspection. \* Please make sure all other required inspections (electrical, HVAC, gas, etc.) are also called in for the same day and time period.

Applicant: \_\_\_\_\_ Permit #: \_\_\_\_\_

Job Address: \_\_\_\_\_

Installer's Name: \_\_\_\_\_ State ID#: \_\_\_\_\_

Manufacturer's Name: \_\_\_\_\_ Model#: \_\_\_\_\_ Year: \_\_\_\_

Roof Zone: \_\_\_\_\_ Wind Zone: \_\_\_\_\_ Serial#: \_\_\_\_\_ Size of Unit W: \_\_\_\_\_ x L: \_\_\_\_\_

Installation Standard used for set-up: (check one) Mfgs. Manual \_\_\_\_\_ ISC-1 \_\_\_\_\_

SITE PREPARATION: Debris and organic material removed? \_\_\_\_\_ Page # \_\_\_\_

Water drainage: Natural \_\_\_\_\_ Swale \_\_\_\_\_ Pad \_\_\_\_\_ Other \_\_\_\_\_ Page # \_\_\_\_

FOUNDATION: Load bearing soil density \_\_\_\_\_ or assumed 1,000 psf Page # \_\_\_\_

Footing type: Poured in place \_\_\_\_\_ Portable \_\_\_\_\_ Page # \_\_\_\_

Mainrail frame blocks: Size \_\_\_\_\_ Placement o.c. \_\_\_\_\_ Page # \_\_\_\_

Perimeter blocking: Size \_\_\_\_\_ Number \_\_\_\_\_ Location \_\_\_\_\_ Page # \_\_\_\_

Ridge beam support: Size \_\_\_\_\_ Number \_\_\_\_\_ Location \_\_\_\_\_ Page # \_\_\_\_

Center line blocking: Size \_\_\_\_\_ Number \_\_\_\_\_ Location \_\_\_\_\_ Page # \_\_\_\_

Special supports required? (fireplace, bay window, etc.) Yes \_\_\_\_\_ No \_\_\_\_\_ Page # \_\_\_\_

Mating of units: Mating gasket \_\_\_\_\_ Type used \_\_\_\_\_ Page # \_\_\_\_

Fasteners: Roof Type: \_\_\_\_\_ Spacing: \_\_\_\_\_ oc Page # \_\_\_\_

Endwalls Type: \_\_\_\_\_ Spacing: \_\_\_\_\_ oc Page # \_\_\_\_

Floors Type: \_\_\_\_\_ Spacing: \_\_\_\_\_ oc Page # \_\_\_\_

Anchors: Type 6,000 \_\_\_\_\_ 3,150 \_\_\_\_\_ Page # \_\_\_\_

Height of unit? (top of foundation to frame) \_\_\_\_\_ Page # \_\_\_\_

Angle of strap? \_\_\_\_\_ Page # \_\_\_\_

Number of Frame ties? \_\_\_\_\_ Spacing \_\_\_\_\_ oc Page # \_\_\_\_

Number of over-roof ties? (if required) \_\_\_\_\_ Page # \_\_\_\_

Number of sidewall anchors? \_\_\_\_\_ Zone II \_\_\_\_\_ Zone III \_\_\_\_\_ Page # \_\_\_\_

Number of centerline anchors? \_\_\_\_\_ Number of stabilizers? \_\_\_\_\_ Page # \_\_\_\_

Number of vents required for underpinning (1 sf per 150 sf of floor area): \_\_\_\_\_ Page # \_\_\_\_