

# Permitting Process for Mobile Home Applications

Plan review is required on applications and review times vary depending on the type of project. An application for a Mobile Home permit must be submitted with the pentrometer test, tie down/blocking/anchoring schedule. Requirements for submittal may vary from the aforementioned depending on the type of work you will be doing. Plan Review of \$10 is due at the time of submittal. **(If the mobile home is used you will need a pre-move inspection and the fee is \$40.00 if approved follow this procedure)**

## Forms Needed

Mobile home Permit Application	Plot Plan or Septic Tank Application
Engineering Driveway Permit Application (Forms can be obtained at the County Engineer's Office)	Non-Maintained Access Form if on Non-maintained road (you must record this form at the Government Center-Recording Division)
Owner/Builder Statements	Energy Form
Boundary Survey prepared by a professional survey is required at the time of permitting and a location survey must be submitted before a C.O. can be issued. (Not Required for Additions)	If you are putting any additions on they will be a separate Permit and will need plans sealed by an engineer.
Well Affidavit if not in the Ridge area or if utilizing an existing well (a potable water test is required before final C.O. if you are on a well)	

## After Forms are Completed

The following approvals will be needed prior to permit issuance: Zoning Department, Planning Department and 9-1-1 Addressing.

The Septic Tank permit will need to be issued and the perc test done prior to issuance of the building permit.

The Engineering driveway permit will need to be issued and a preliminary inspection done by Engineering before the building permit can be issued. If utilizing an existing driveway an existing driveway permit is required.

You will need to have the utility connection receipts or a letter from the utility provider stating central water or sewer is available for the proposed site if applicable.

### Procedures may vary depending on the type of work being done

Building Department: 501 S. Commerce Ave.  
P.O. box 1926  
Suite 1, Courthouse Annex  
Sebring, FL 33871  
(863) 402-6643, 402-6645

101 N. Main St.  
Lake Placid, FL 33852  
(863) 699-3702

123 E. Pine St.  
Avon Park, FL 33825  
(863) 452-4401

Zoning Department: 501 S. Commerce Ave  
Suite 2, Courthouse Annex  
(863) 402-6640, 402-6638, 402-6639

Planning Department:  
Courthouse Annex Suite 3  
(863) 402-6650

Health Department: 7205 S. Georgia Blvd.  
Sebring, FL 33871

Engineering Department:  
505 S. Commerce Ave.

(863) 382-7219 Septic  
(863) 382-7227 Well

Sebring, FL 33871  
(863) 402-6877

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