



City of Alachua

BUILDING DEPARTMENT
 PO BOX 9
 ALACHUA, FL 32616
 PHONE: (386)418-6120
 FAX: (386)418-6130

MANUFACTURED HOME PERMIT APPLICATION

*****PERMIT EXPIRES 180 DAYS FROM DATE OF ISSUE*****

For Office Use Only:

		TYPE PERMIT:		Date:		Permit #:	
Applicant/Contractor:		Address:		Phone:		License #:	
Contractor Email:							
Property Owner Name:		Address:				Phone:	
Job Address:				Unit #:	Block #:	Building #:	Phase #:
Subdivision:		Parcel #:	Lot #:	Section, Twnshp, Range:		Project Name:	
Driving Directions to Job Site:							
Zoning Type:		Flood Zone? : Y___N___		Total Sq Ft (Heated &Unheated):		Valuation of Work (<u>Calculated by City Staff</u>):	
If in Flood Zone: BFE		FFE					
Setbacks:		Number of Stories: 1		Foundation:		Walls:	
Front:	Rear:	Left:	Right:	Monolithic	Stem Wall	Frame	Block Other
# of Bedrooms:		Gas: Y___N___		Roof:		Flooring:	
# of Baths:		Provider:		Shingle	Metal	Carpet	Tile Vinyl Wood
WARNING TO OWNER:							
<p>A Notice of Commencement must be recorded and posted on the job site before the first inspection. Your failure to record a Notice of Commencement may result in you paying twice for improvements to your property.</p> <p>If you intend to obtain financing, consult with your lender or an attorney before recording your Notice of Commencement.</p>							
1. Application is hereby made to obtain a permit to do the work as indicated. I certify that no work has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction.							
2. Owner's Affidavit: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.							
3. I hereby certify that I understand and agree to comply with the Zoning regulations pertaining to the property.							
4. I hereby certify that I understand the City Utility departments will decide the location of water, sewer, gas and electrical entrances and that the entire sewer line from the building to the street connection must be exposed until after it has been inspected and that this is not approval of drainage or flood conditions.							
5. I hereby certify that I understand and agree that I am responsible for the repair of any damages to utilities such as water, sewer, gas and electric lines, telephone and cable TV, etc. occurring during this work.							
6. I hereby certify that I understand and agree that before work is considered complete, all rubbish and unused materials due to or connected with construction must be removed and premises left in satisfactory condition to the City.							
7. A completed Certified Copy of the Notice of Commencement must be attached if construction value is more than \$5,000.00 or \$15,000.00 if HVAC per F.S. §713.135							
8. Notice: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.							
For Office Use Only:							
Electric Company:		Well or City Water:			Septic or City Sewer:		

OWNER/CONTRACTOR'S AFFIDAVIT

I have carefully examined and read this application and the same is true and correct to the best of my knowledge and belief. In doing this work, I certify that no work has commenced prior to the issuance of a permit, and that all provisions of the City of Alachua and laws of the State of Florida will be complied with, whether specified or not. I will notify the City of Alachua Building Department twenty-four (24) hours in advance, when I am ready for inspections. No work will be concealed until approved. Consent is given for the entry of authorized inspections until the job has received a Certificate of Occupancy or Certificate of Completion.

Signature of Owner or Contractor

Date

STATE OF _____
COUNTY OF _____

The foregoing application is acknowledged before me by means of ____
physical appearance or ____ online notarization this ____day of_____,
20____by_____, who is ____ personally
known to me, or ____ who presented identification.

Notary Public Signature

(Seal)

PERMIT COST: _____

PLAN REVIEW: _____

SURCHARGE: _____

ZONING CHG: _____

ELECTRIC METER: _____

WATER METER: _____

BACK FLOW: _____

WATER TREATMENT: _____

WATER DISTRIBUTION: _____

SEWER TREATMENT: _____

SEWER COLLECTION: _____

IRRIGATION METER: _____

DRIVEWAY: _____

E911 ADDRESS: _____

TOTAL: \$ _____

ZONING APPROVED BY: _____
Planning & Zoning Signature **Date**

PLANS APPROVED BY: _____
Building Official Signature **Date**

- (i) *Active recreation area.* Provide a minimum of 15 percent of the gross land area for active recreation uses, which will be credited against the open space set-aside standards of Section 6.7, Open space standards.
- (j) *Mobile home stands.* Locate each mobile home within the park on a stand that is:
 - (i) A minimum of 3,500 square feet in area.
 - (ii) A minimum of 40 feet in width, on average.
 - (iii) Clearly defined by permanent markers that physically delineate its location within the park.
 - (iv) Designed so each mobile home will be adequately supported and anchored so as to comply with the State requirements for the anchoring of mobile homes.
- (k) *Spacing between mobile home stands.* Space each mobile home stand a minimum of 20 feet apart.
- (l) *Mobile home skirt.* Surround each mobile home with a skirt or apron that is placed between the bottom of the unit and the ground. (The skirt or apron shall be adequately maintained by the owner of the mobile home.)
- (m) *State regulations.* Meet all applicable State laws and regulations.
- (n) *Public water and wastewater.* Mobile home parks with densities over two dwellings per acre are required to be served by public water and wastewater systems.

- (2) *Manufactured home dwelling.* A manufactured home dwelling shall comply with the following standards:
 - (a) *Permanent foundation and anchoring.* Be placed on a permanent foundation and anchoring, consistent with the requirement of State law and the F.A.C., as amended.
 - (b) *Permanently enclose underfloor.* Permanently enclose the underfloor area.
 - (c) *Remove transportation equipment.* Remove all transportation-related equipment.
 - (d) *Minimum width of unit.* Not be less than 20 feet in width.
 - (e) *Minimum roof pitch; minimum distance, eaves to ridge.* Design the pitch of the main roof to be not less than one foot of rise for each four feet of horizontal run and the minimum distance from eave to ridge to be one-half of the minimum horizontal dimension.
 - (f) *Roof materials.* Be constructed with roof material that is similar in texture, color and appearance to that of single-family detached dwellings in the surrounding area.
 - (g) *Roof overhang.* Have a roof overhang on all sides of at least six inches.

- (h) *Exterior finish; light reflection.* Use materials for the exterior finish that is similar in texture, color and materials to detached single-family dwellings in the surrounding area in which it is located, and are applied in such a manner as to make the dwelling similar in appearance with surrounding single-family detached dwellings. (Reflection shall not be greater than from siding coated with clear, white, gloss exterior enamel.)
- (i) *Single-family detached dwellings.* Shall comply with the orientation, building massing, building materials and architectural variability standards as per Subsection 4.3.1(A)(4) of this section.

(3) *Multiple-family dwellings, single-family attached dwellings, townhomes, and two- to four-family dwellings.* Multiple-family dwellings, single-family attached dwellings, townhomes, and two- to four-family dwellings shall comply with the following standards:

- (a) *Permitted in the CI district as affordable housing.* Single-family attached, townhouse, two- to four-family, or multiple-family dwelling units may be permitted within the CI zone district provided that they are part of a mixed use development, and provided that 50 percent or more of the dwelling units are deed-restricted affordable housing for low-income residents.
- (b) *Orientation of buildings to street and open space.* To the maximum extent practicable, be oriented to the street or frame open space.
- (c) *Building adjacent to single-family detached development.*
 - (i) Not allow the height of buildings located within 100 feet of land in a single-family residential district (RSF-1, RSF-3, RSF-4, and RSF-6) exceed two stories.
 - (ii) Not allow the height of buildings located within 100 feet of an existing single-family attached development to exceed two stories.
- (d) *Design features on side facades adjacent to single-family districts or single-family detached development.* When located adjacent to single-family detached development or vacant land in a single-family residential district (RSF-1, RSF-3, RSF-4, and RSF-6), incorporate a minimum of two design features (e.g., bay windows with a minimum 12-inch projection, eaves with a minimum six-inch projection, or multiple windows with minimum four-inch trim) on adjacent side facades.
- (e) *Off-street parking for townhouse and multifamily uses.*
 - (i) Provide a minimum of 50 percent of off-street parking on the side or rear of the building.
 - (ii) Where off-street parking areas are located adjacent to a public right-of-way, screen them with a completely opaque vegetative screen, fence or wall, a minimum of three feet in height.

- (f) *Garages with multifamily buildings.* Design garages with multifamily development as side or rear entry, located on the side or rear of the building, except no side entry garage door shall face an adjacent single-family detached development, or vacant land in a single-family district (RSF-1, RSF-3, RSF-4, and RSF-6).
- (g) *Garages with single-family attached, townhomes, and two- to four-family dwellings.* In single-family attached, townhouses and two- to four-family development:
 - (i) Limit individual garage doors facing a street to no more than ten feet in width per door, with a maximum of two doors facing the street per dwelling, with a minimum separation of two feet between the doors.
 - (ii) Not allow more than two garage doors be located within a row, and each row be separated from any other garage door facing the street by a distance of ten feet.
 - (iii) Design detached garages so as to be located at least four feet behind the front facade of the principal structure. (For the purposes of measurement, the front facade will be the front facade plane that is furthest from the front lot line.)
 - (iv) Design attached garages:
 - a. To be recessed at least two feet behind the front facade of the living area;
 - b. Not to extend beyond the facade line of the living area if the garage is at least three feet behind a porch; or
 - c. Not to extend beyond the living area of the unit if an upper story overhangs the ground floor living area facade by at least two feet.
 - (h) *Landscaped buffer adjacent to single-family detached development.* Provide a landscaped buffer adjacent to existing single-family detached development a minimum of 15 feet in width along the yard which the single-family detached development abuts.

- (4) *Single-family detached dwellings.* Single-family detached dwellings shall comply with the following standards:
 - (a) *Orientation.* Be oriented so the primary entrances face the street.
 - (b) *Building massing.* If 30 feet or more in width, incorporate wall off-sets, or articulations, with a minimum depth of two feet, so no single wall expanse exceeds 25 feet in length.
 - (c) *Building materials.* Not use metal siding and exposed smooth-finished concrete block for any building elevations.
 - (d) *Architectural variability in developments with eight or more units.* If part of a subdivision built after February 27, 2006, includes a minimum of four distinctly different house designs within any one phase and not develop the same house design more than once every

four building lots on the same side of the street. For the purposes of this section, the term "distinctly different" means a home's elevation must differ in other homes elevations in at least four of the following seven ways: at least a two-foot horizontal and/or vertical variation of the placement and/or size of all windows and doors on the front facade; the use of different surface materials; substantial variation in the location and/or proportion of garages and garage doors; variation in the width of the front facade by two feet or more; the location and proportion of front porches; substantial variations in rooflines, pitches, and/or the angle of roof runs; or the use of roof dormers. Mirror images of the same configuration do not meet the definition of distinctly different.

(B) *Group living.*

- (1) *Co-housing.* Co-housing shall comply with the following standards:
 - (a) *Location of use.* Be located on the site of an active agriculture, horticulture, or animal husbandry operation.
 - (b) *Minimum dwelling unit size.* The minimum unit size be at least 600 square feet.
 - (c) *Maximum dwelling unit size.* The maximum unit size not exceed 2,500 square feet.
 - (d) *Residents.* Residents shall be employed on site at an ongoing agriculture, horticulture, or animal husbandry operation, during the occupancy of the unit.
 - (e) *Number of units.* The maximum number of units for sites 25 acres or less shall be six. An additional unit shall be allowed for each additional 15 acres, up to a total of 15 units.
 - (f) *Sanitary and bathing facilities.* All dwellings shall have indoor sanitary and bathing facilities consistent with County and State regulations.
 - (g) *Portable dwellings screened from view.* If portable dwellings are used, they shall be screened from view from public roads and adjacent properties.
 - (h) *Located on internal site roads.* Units shall be located on internal site roads and shall not have direct access to public roads.
 - (i) *Setback from single-family dwellings.* Be set back 300 feet from single-family detached dwellings that are not part of the ongoing agriculture, horticulture, or animal husbandry operation with which it is associated.
 - (j) *Buffering or screening.* Be screened from public roads and adjacent single-family detached dwellings by solid, opaque fencing or landscaping.
 - (k) *Parking.* Provide at least one parking space for each unit.



City of Alachua Application for Certificate of Land Development Regulations (LDR) Compliance

FOR OFFICE USE ONLY	
<input type="checkbox"/> Approved	Planner Signature: _____
<input type="checkbox"/> Denied	_____
<input type="checkbox"/> Approved with conditions listed below	
Amount Paid: _____	Receipt Number: _____

You must have all information for your application to be considered complete. Incomplete applications will not be accepted.

A. PROCESS

1. Zoning Approval (Certificate of LDR Compliance)
2. Building Department Approval (Building Permit, Change of Use Permit, Change of Occupancy, and/or Local Business Tax Registration Form, as required for type of development activity).
3. Pay Local Business Tax, if applicable.

B. PERMIT/LICENSE/RECEIPT TYPE (CHECK ALL THAT APPLY):

- | | | |
|--|--|---|
| <input type="checkbox"/> Local Business Tax Registration | <input type="checkbox"/> Commercial New | <input type="checkbox"/> Residential New |
| <input type="checkbox"/> Mobile Home Install | <input type="checkbox"/> Commercial Addition | <input type="checkbox"/> Residential Addition |
| <input type="checkbox"/> Pool/Spa Install | <input type="checkbox"/> Manufactured Home | <input type="checkbox"/> Screen/Glass Enclosure |
| <input type="checkbox"/> Storage Shed | <input type="checkbox"/> Barn | <input type="checkbox"/> Other: _____ |

PROJECT

1. Project/Business Name (if applicable): _____
2. Current Occupant: _____
3. Address of Subject Property: _____
4. Parcel ID Number(s): _____
5. Subdivision: _____ Unit: _____ Block: _____ Lot: _____
6. Existing Use of Property: _____
7. Proposed Use of Property: _____
8. Type of Construction Proposed: _____
9. Number of Existing Structures on the Property: _____
10. Number of Striped Parking Spaces on Site: _____
11. Gross Square Footage of Building, Pool, etc.: _____
12. Unit/Suite Square Footage: _____

C. APPLICANT

1. Name of Applicant(s) or Contact Person(s): _____ Title: _____
 Company (if applicable): _____
 Mailing address: _____
 City: _____ State: _____ ZIP: _____
 Telephone: () _____ FAX: () _____ e-mail: _____

I/We certify and acknowledge that:

1. Prior to receiving a final certificate of occupancy I /We must comply with the current Florida Building Code through the Building Department and obtain any necessary permits.
2. I/We must comply with the requirements of the Alachua County Fire Marshall.
3. I /We must obtain a Local Business Tax Receipt.
4. I/We must meet parking standards and any use specific standards for the zoning district
5. Falsifying information on this Application for Certificate of LDR Compliance may result in the Certificate of LDR Compliance being revoked.

Signature of Applicant

Signature of Co-applicant

Typed or printed name and title of applicant

Typed or printed name of co-applicant

Date

Date

State of _____

County of _____

The foregoing application is acknowledged before me by means of ___ physical appearance or ___ online notarizaiton this _____ day of _____, 20___, by _____, who is ___ personally known to me or ___ who has produced _____ as identification.

Notary Public Signature

(SEAL)

Office Use Only:

Review Date: _____

FLUM: _____

Tax Parcel Number: _____

Zoning District: _____

Setbacks: F _____ R _____ SR _____ SL _____ Not Applicable: _____

Parking Standard for Use Type: _____

Number of Parking Spaces Provided: _____

Use Specific Standards Applicable: Yes No

If yes, LDR Section Number: _____

Accessory Use Standards Applicable: Yes No

If yes, LDR Section Number: _____

Previous Site Plan Approval: Yes No

If yes, Date of Approval: _____

Home Occupation: Yes No

If yes, has "Home Occupation Addendum" to LBT Application been submitted?

Alcoholic Beverage License Required: Yes No

Change of Use Permit Required: Yes No

Flood Zone: _____ BFE _____ FFE _____

Located in Wellfield Protection Zone: Yes No

Comments/Conditions of Approval: _____

Sign and fill in the box located at the top right corner of page one (1).



City of Alachua

BUILDING DEPARTMENT

PO BOX 9

ALACHUA, FL 32616

Phone: (386)418-6120 * Fax: (386)418-6130

APPLICATION FOR ASSIGNMENT / VERIFICATION OF 911 ADDRESS REQUEST FORM

NOTE: ANY APPLICATION NOT FILLED OUT IN ITS ENTIRETY WILL BE TREATED AS INCOMPLETE

DATE: _____ PERMIT #: _____ ZONING: _____

APPLICANT'S NAME: _____

OWNER'S NAME (IF OTHER THAN APPLICANT): _____

OWNER'S PRESENT ADDRESS: _____

APPLICANT'S PHONE: _____ OWNER'S PHONE: _____

NEW ADDRESS IS FOR: _____ Single Family Dwelling _____ Mobile Home _____ Duplex

_____ Subdivision (Name) _____ Commercial _____ Other (explain) _____

ADDRESS NUMBER TO BE VERIFIED: _____

VERIFICATION IS FOR: _____ Replacement of Single Family Dwelling** _____ Other (explain) _____

** If adding a second dwelling (or more) a new address must be obtained.

DRIVING DIRECTIONS TO NEW ADDRESS - ATTACH PROPERTY DEED OR SURVEY (REQUIRED)

PARCEL NUMBER: _____

APPLICANT SIGNATURE _____

ADDRESS: _____ AREA: _____ Sec _____ Twn _____ Range

BY: _____ Building Department/ _____ 911 Addressing

INSTRUCTION FOR ADDRESS APPLICATION

1. The application fee for address assignment is \$20.00 for the first address, \$10.00 for each additional address requested. Check or money order should be made payable to: The City of Alachua. Cash will be accepted. Application fee for new subdivisions will be determined by number of lots.
2. Fill out the attached form in its entirety. The following information is **required** for the address to be processed:
 - a. Zoning (Obtain from Planning & Zoning Dept.)
 - b. Current property deed or certified survey
 - c. Property tax number (parcel #)
3. Normally each address assignment requires an on-site visit by City/Counsel personnel. Please provide complete details as to the exact location for the address requested.
4. You may pick up your address at the City of Alachua Building Department located at 15100 Main Street, Alachua, usually within five (5) business days after your application is received by the City, or we will mail or fax it to you.
5. Addresses for property located on existing and officially named private roadways cannot be assigned until a sign has been installed reflecting the road's correct name. The road name sign must be designed and installed according to County requirements and procured by the residents of the private road themselves.
6. In the even the address you are requesting is for property located on a private road that has not been officially named by the County, the address assignment cannot be completed until the road has been officially named by the County.



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 installers 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.

I, _____, license number _____ do hereby state that the installation of the manufactured
Please Print
home at _____ will be done under my supervision.
911 Address

Licensee Signature

Date

State of _____

County of _____

Sworn to and subscribed before me by means of ___ physical appearance or ___ online notarization this ___ day of _____, 20___ by _____, ___ who is personally known to me or ___ who has produced _____ as identification.

Signature of Notary Public

(Seal)

SUBCONTRACTOR VERIFICATION

PERMIT NUMBER _____

City of Alachua issues combination permits where one permit covers all trades doing work at one site. It is necessary that we have documentation of the subcontractors who actually did the trade specific work on the mobile home setup. The form should be submitted to the Building Department prior to the Certificate of Occupancy.

Installer:

SIGNATURE

LICENSE

Company Name:

PLEASE PRINT

Plumbing Contractor:

SIGNATURE

LICENSE

Company Name:

PLEASE PRINT

Electric Contractor:

SIGNATURE

LICENSE

Company Name:

PLEASE PRINT

HVAC Contractor:

SIGNATURE

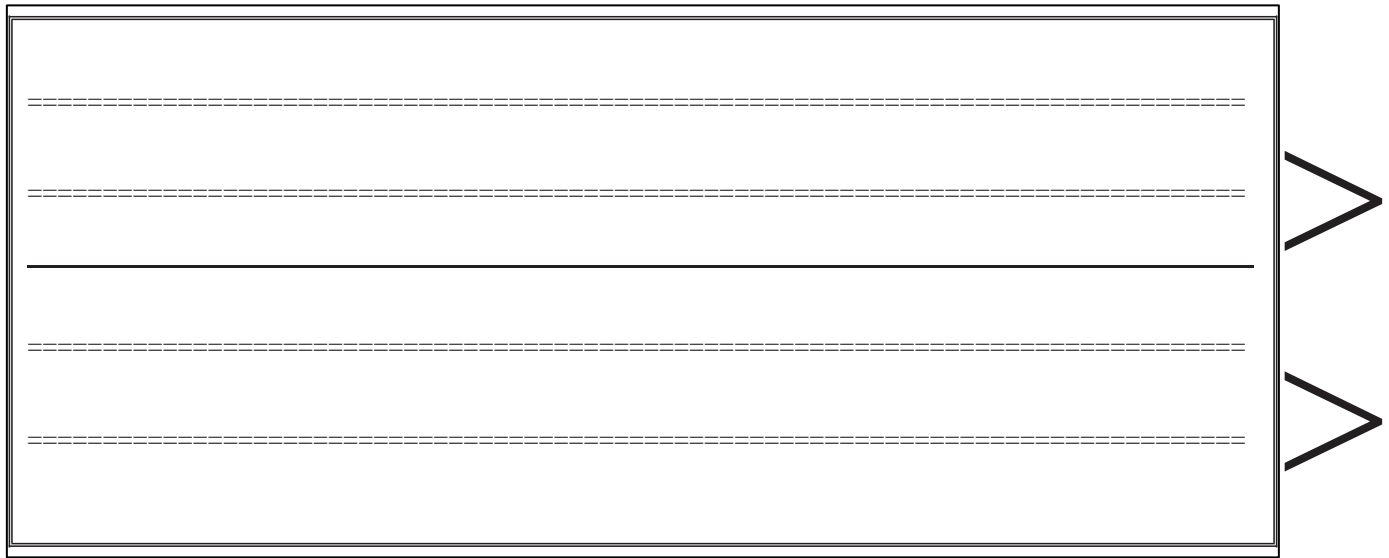
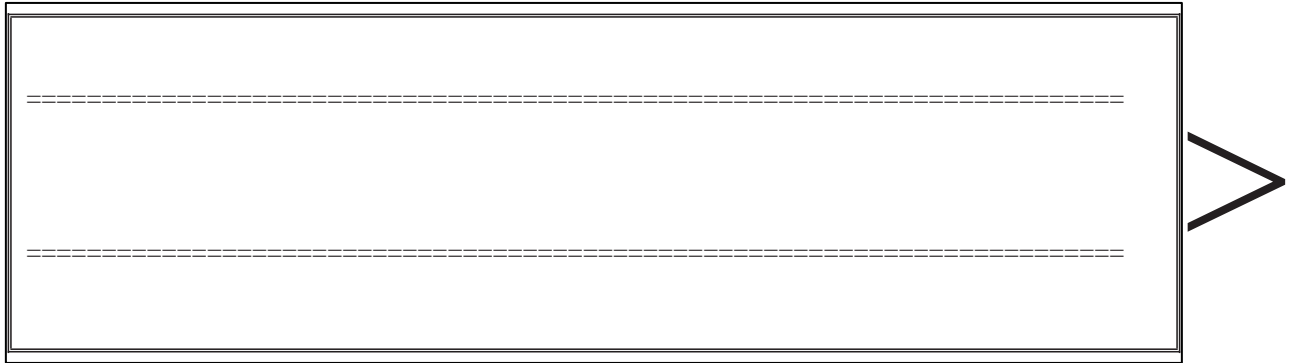
LICENSE

Company Name:

PLEASE PRINT

Applicant shall provide layout from manufacturer specific to the model installed. This form may be used if the layout from the manufacturer is not available.

SINGLE WIDE MOBILE HOME



DOUBLE WIDE MOBILE HOME



ANCHOR

PIER

PIER FOOTING

Show all pier (with size of piers & pads) and anchor location, with maximum spacing and distance from end walls as required in the manufacturer's specifications. Any special pier footing required (over 16 x 16 inches) shall be noted separately with required dimensions per the manufacturer's specifications. To determine footing size and spacing, a soil bearing capacity test shall be used. Pier footings to be poured-in-place, whether required by manufacturer's specifications or by preference, must be inspected by the Building Department prior to pouring



CITY OF ALACHUA BUILDING DEPARTMENT

MANUFACTURED HOME MINIMUM PLAN REQUIREMENTS AND CHECKLIST FOR FLORIDA BUILDING CODE 2023 (8th Edition) AND FLORIDA ADMINISTRATIVE CODE (FAC)

ALL REQUIREMENTS SUBJECT TO CHANGE

ALL MANUFACTURED HOMES SHALL BE LABELED FOR WIND ZONE II OR WIND ZONE III BY THE MANUFACTURER.

NO AREA IN THE CITY OF ALACHUA IS IN A WIND-BORNE DEBRIS REGION.

GENERAL REQUIREMENTS:

Two (2) complete sets containing the following:

All drawings must be clear, concise and drawn to scale (“Optional” details that are not used shall be marked void or crossed off). Square footage of heated area, unheated area, and design criteria shall be on drawings.

Designer’s name and signature shall be on the drawing. If licensed architect or engineer, official seal shall be affixed.

Site Plan including:

- a) Dimensions of lot
- b) Dimensions and location of building setback lines and all utility easements.
- c) Dimensions and location of all structures on the lot, location of all mechanical equipment and pads, distance between structures, and distance from wells and septic tanks d) Distance of structures from all property lines.
- e) Location of all patios, decks, sidewalks, driveways, walkways, and points of connection to roadways.
- f) If applicable, location of well and septic tank, and distance between structures, well, and septic tank.
- g) If the property is located wholly or partially in a flood hazard area (any flood zone OTHER than Zone X):
 - i) A graphic depiction of flood zone boundary or boundaries, with each zone labelled.
 - ii) If building or structure is located in flood hazard area, base flood elevation and finished floor elevation of each building and each structure within a special flood hazard area.
 - iii) Location, extent, amount, and proposed final grades of any filling, grading or excavation.

Required information:

1. Owners Name
2. Owners Address
3. Job Site Address – If a vacant lot, a 911 address shall be assigned.
4. Legal Description
5. Make of Manufactured Home
6. Year Manufactured Home Constructed
7. Model Number of Manufactured Home
8. Serial Number of Manufactured Home
9. Paper Survey of Property
10. Elevation Certificate, if Located in Flood Zone
11. Set Up Contractors Name
12. Set Up Contractors Address
13. Set Up Contractors License Number
14. Completed Plat Plan Showing Lot Dimensions, Manufactured Home Size and Proposed Setbacks of Home to Property Lines.
15. Street Name(s) that Lot Faces (lot must have access to a public street)
16. Utility Availability verified by Public Works Dept.
17. If no City-sewer is available, drawing of approved septic tank and/or well
18. Copy of Deed Showing Property Ownership
19. If Property is not owned by Applicant, notarized letter from owner allowing placement of manufactured home will be required.

Applicant: _____

Name of licensed dealer / installer: _____

Address: _____

Telephone # _____ E-Mail Address: _____

License Number: _____

Installation decal # _____

Manufacturers name: _____

Roof zone: _____ Wind zone: _____

Number of sections: _____ Width: _____ Length: _____ Year: _____

Serial # _____

Installation standard used (check one):

Manufacturers Manual ____ 15C-1 ____

SITE PREPARATION:

Debris and organic material removal: _____ Compacted fill: _____ Page: _____

Water drainage: Natural: _____ Swale: _____ Pad: _____ Other _____ Page: _____

Other is: _____

FOUNDATION:

Load bearing soil capacity: _____ or Assumed 1000 PSF: _____ Page: _____

Footing Type: Poured in place: _____ Portable: _____

Size and thickness _____ Page: _____

I-Beam or mainrail piers: Single Tiered: _____ Double interlocked: _____ Page: _____

Size of piers: _____ Placement O/C: _____ Page: _____

Perimeter pier blocking: Size: _____ Placement O/C: _____ Page: _____

Ridge beam support blocking: Size: _____ Number: _____

Location(s): _____ Page: _____

Ridge beam support footer: Size: _____ Number: _____

Location(s): _____ Page: _____

Center line blocking: Size: _____ Number: _____

Location(s): _____ Page: _____

Special pier blocking required: (fireplace, bay window, etc.) Yes _____ No _____ Page: _____

Mating of multiple units: Mating gasket: _____

Type used: _____ Page: _____

Fasteners:

Roofs Type and size: _____ Spacing: _____ O/C Page: _____

Endwalls Type and size: _____ Spacing: _____ O/C Page: _____

Floors Type and size: _____ Spacing: _____ O/C Page: _____

ANCHORS:

Type 3150 working load: _____ 4000 working loads: _____ Page: _____

Height of unit: (Top of foundation or footer to bottom of frame) _____ Page: _____

Number of frame ties: _____ Spacing: _____ O/C Angle of strap: _____ Degrees Page: _____

Number of over roof ties: (If required): _____ Page: _____

Number of sidewall anchors: _____ Zone II: _____ Page: _____

Number of centerline anchors: _____ Number of stabilizer devices: _____ Page: _____

Vents required for underpinning (1SF/150 SF of floor area) Number: _____ Page: _____

Electrical:

Electrical contractor shall install electrical power from utility source to Manufactured Home.

Mechanical:

A/C Contractor shall install HVAC unit and duct under Manufactured Home.

Plumbing Contractor:

Plumbing Contractor shall install water and sewer from utility connections to Manufactured Home.

Note: Septic tank required to be installed by a septic tank contractor and well required to be installed by well contractor.

Decks and Steps:

All decks and steps shall be required to have construction documents indicating the structural design and the anchoring to comply with Florida Building Code requirements.

Under penalty of perjury, I certify and acknowledge that I have completed this checklist accurately and acknowledge that if omissions or errors are found by the Plans Examiners they will cause delays in the processing of my permit and may result in additional fees:

Signature of Applicant

Printed name & title of applicant

Date

RESIDENTIAL UTILITY APPLICATION

Scheduled turn on date: _____

Name: _____

Physical Address: _____

Mailing Address: _____

Phone #: _____ #: _____

D.O.B: _____ I.D/Passport #: _____

Social Security #: _____

Do you wish to receive e-mail bills? _____ E-mail Address: _____

Would you like to receive "Paperless Billing" and only receive a bill via your e-mail? _____

Do you wish to set up automatic monthly bill payments? _____

Does anyone living in the home have a medical need for electric? _____

Do you currently have utilities with the City of Alachua? _____

If you do have a current utility account, do you wish to close this account? _____

Parties authorized to make changes to this account, other than the applicant.

_____ Relationship _____

I hereby make application to the City of Alachua for utility services and upon approval of this application I agree to abide by all ordinances, provisions, and applicable rules of the City of Alachua in regards to service of the utility system, and agree to pay for such services in accordance with rates and regulations in effect at the time of delivery. The City of Alachua collects your social security number for the following purposes: classification of accounts; customer identification and verification; customer billing and payment; creditworthiness; and other lawful purposes necessary in the conduct of our public utilities business. The City of Alachua may also release your SSN to other commercial entities engaged in the performance of commercial activities as required or permitted by law. I will be personally responsible for the payment of the utility bills rendered under this account. A deposit of \$150.00 for electric, \$40.00 for water, \$40.00 for irrigation and \$50.00 for sewer is required for residential service. A letter of credit with a satisfactory credit rating may be used to waive my required residential deposit. In the event that my account no longer maintains a satisfactory credit rating, I will be required to pay the minimum deposit required for a residential account.

Sign: _____ Date: _____

CITY USE: Account #: _____ Cycle: _____ Route: _____ Status: _____

Work Order #: Final _____ Turn on _____ New customer: Yes _____ No _____

Transferred Acct # _____ Final Date & WO# _____

Date opened: _____ Schedule Date & WO# _____

Proof of ownership verified: _____ Check for prior debt: _____ Drivers License: _____

Privacy Address: Yes _____ No _____ Change Owner: _____

Letter of credit and Utility name: _____

Deposit Paid: _____ Receipt # _____ Opened by: _____