

B

APPLICATION FOR A MOBILE HOME PLACEMENT PERMIT

JACKSON CO. MS.

PLAN CASE NUMBER:

PERMIT NUMBER:

ACCEPTED BY:

APPROVED BY:

Application is hereby made for a permit under the provisions of the Comprehensive Zoning Ordinance of Jackson County and the Building, Fire Prevention and other applicable Codes of Jackson County and any amendments thereof, for the erection, construction, alteration, repair, relocation or change in use as indicated hereinafter and as shown in the accompanying plans and specifications and the representations therein contained are made a part of this application. In making this application the undersigned hereby acknowledges the validity of the zoning, fire prevention, building, plumbing, electrical and other applicable ordinances and codes of Jackson County, and agrees that the provisions thereof shall be binding upon applicant as a condition precedent to the issuance of a permit.

APPLICANT TO COMPLETE NUMBERED SPACES ONLY

1. PROPERTY LOCATION: _____ PARCEL # / LOT & BLOCK NO. (IF APPLICABLE)

2. OWNER'S NAME _____ PRESENT MAILING ADDRESS _____ PHONE _____

3. EXISTING USE OF PROPERTY _____

4. INTENDED USE

- SINGLE FAMILY HOME
- BUSINESS OFFICE
- OTHER _____

DO NOT WRITE IN THIS SPACE

5. MOBILE HOME REGISTRATION NUMBER _____

6. INFORMATION

WIDTH _____

LENGTH _____

LOT SQUARE FOOTAGE _____

7. SIGNATURE _____

DATE _____

FOR OFFICE USE ONLY

(A) ZONING DISTRICT : _____ COMMENTS: _____

(B) FLOODPLAIN INFORMATION:

ORIG	VIC	SEC	TS	RG	FL	CLASS	UNITS				
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FLOOD ZONE: _____

BASE FLOOD ELEVATION : _____

FLOODPLAIN APPROVAL: _____

FIRM # _____ PANEL # _____

SUFFIX _____ DATE OF PANEL _____

REQUIRED LOWEST FLOOR ELEVATION _____ FLOODWAY _____

REQUIREMENTS FOR MOBILE HOME PLACEMENT PERMITS

Mobile homes must be in compliance with Mississippi State Rules and Regulations, Regulation MH-5, put out by the State Fire Marshal's Office. **ONLY ZONE II AND Zone III MOBILE HOMES ALLOWED IN JACKSON COUNTY.**

A. Application (Submit the following)

1. Completed Mobile Home Placement Application Form
2. Legal Description of the Property (Proof of ownership by way of a Warranty Deed or Deed of Trust) with parcel number.
3. An approved site evaluation report (see General Notes) or a letter from a local utility company indicating availability of water and sewer.
4. Environmental Certification letter from Jackson County Utility Authority (<http://jcua-ms.us/certifications>)
5. If in a Special Flood Hazard Area: An Elevation Certificate, prepared by a Registered Professional Engineer or Land Surveyor, must be on file in our office prior to the start of any construction if the building location is in a Flood Zone A or V. *Three Elevation Certificates will be required – (1) Construction Drawings, (2) Building Under Construction and (3) Finished Construction.
6. If in a Special Flood Hazard Area: A V-Zone and Breakaway Design Certificate, prepared by a Registered Professional Engineer or Land Surveyor, must be on file in our office prior to the start of any construction. (For Flood Zone "V")
7. Site Plan (Legal Survey indicating property and setback lines, mobile home location with distances from property lines, septic tank and drain field location, water well location, driveway, culverts and other site features)
8. Mobile Home Registration Certificate (Obtain from County Tax Collector's Office)
9. Signed lease/purchase agreement or a Notarized letter of permission if the applicant is not the property owner.
10. Documentation (Data Plate) of Zone II and/or Zone III mobile home is required prior to placement. (See attached example of a Data Plate.)

B. Inspections (Must be requested 48 hours in advance) Call (228) 769-3056

NO SPECIFIC TIME WILL BE GUARANTEED FOR INSPECTIONS. INSPECTIONS WILL BE PERFORMED AS SOON AS TIME AND ROUTING ALLOWS.

When requesting inspections, the following must be provided, the name on the permit, address and permit number.

The Wastewater System Approval Form (see General Notes) and an elevation certificate, prepared by a Registered Land Surveyor, for mobile homes located in Flood Zone A and V must be on file in our office and the following items must be inspected and found satisfactory prior to the connection of electricity being approved.

1. Mobile Home placement within approved setback lines
2. Tie-down installation
3. Power pole installation and service to mobile home electrical panel
4. Wastewater System or sewer system installation and connections
5. Health and safety issues inside and outside of mobile home

6. Mobile homes within a flood zone require PERMANANT FOUNDATION (Dry stacked blocks do not meet this requirement).

C. General Notes

1. Commencement of any work, prior to obtaining the required permits will result in doubling of all applicable permit fees.
2. Mobile Home permits will be void ninety (90) days from issuance date.
3. New on-site, wastewater systems (septic tanks) must meet the requirements of the State Department of Health. You have the option to contact the Jackson County Health Department at (855) 220-0192 or apply online at (http://msdh.ms.gov/msdhsite/_static/30,0,78.html) or a Mississippi State Licensed Engineer of your choice to arrange for a site evaluation. Where existing wastewater systems have not been in continual use for the past six (6) months, on-site inspections are required to be performed by the State Department of Health and/or a Mississippi Licensed Engineer.
4. The National Electric Code requires a four (4) wire hook-up. A separate neutral and ground wire must be run. A 100-amp service requires a four (4) wire hook-up in conduit with three (3) #4 and one (1) #6 wires. A 200-amp service requires two (2) 2/0 wires, one (1) 1/0 and one (1) #6 ground wire in conduit. These wires must be in PVC or rigid conduit.
5. Power poles must be a minimum of three (3) feet and a maximum of thirty (30) feet from the mobile home.
6. The anchoring of all mobile homes shall comply with the requirements of the **2015 International Residential Code**, Mississippi State Regulation MH-5, and National Manufactured Home Construction and Safety Standards Act (42 U.S.C. 5401, et. seq.).

TO WHOM IT MAY CONCERN:

I HAVE BEEN ADVISED OF MOBILE HOME PLACEMENT REQUIREMENTS.

Signature of Applicant or Authorized Agent

Date

Location of Property

REQUIREMENTS NEEDED FOR MOBILE HOME INSPECTION

- ❖ Below is a list of requirements needed for **Mobile Home Placement Inspection:**
 - ✓ Mobile Home needs to be placed on a dirt pad so water does not accumulate under mobile home.
 - ✓ Mobile Home will need to be blocked and anchored per manufacture requirements.
 - ✓ Need address posted on structure with no less than 4inch numbers visible from the road. If structure is not visible from the road then 4inch numbers must be placed on the Mail Box at entrance of property.

- ❖ Below is a list of requirements needed to receive **30 Day Power Inspection:**
 - ✓ Inspectors will need access to the inside and outside of Mobile Home.
 - ✓ Need three feet of work space in front of the service panel
 - (Electrical panel must be wired and grounded to the rod with #4 copper wire. Panel may not have any openings.)
 - ✓ Need steps with handrail on at least one side at all exterior doors.
 - ✓ Smoke detectors are required in all bedrooms and halls.
 - ✓ Must have final approval from Health Department or Sewer Provider.
 - ✓ If in Flood Zone - Must have 2nd Elevation Certificate (Building Under Construction)

- ❖ Below is a list of items, not limited to but including, Inspectors will check in order to receive **Final Inspection:**
 - ✓ Inspectors will need access to the inside and outside of Mobile Home.
 - ✓ All GFCI receptacles will be checked – bathroom, kitchen and exterior receptacles
 - ✓ All smoke detectors will be tested
 - ✓ Plumbing will be checked for leaks
 - ✓ If in Flood Zone - Must have 3rd Elevation Certificate (Finished Construction)

Additional information regarding (FEMA) Mobile Home Foundation Requirements for Special Flood Hazard Areas (SFHA)

ANCHORING (FEMA)

-  *44 CFR 60.3(c)(6) ... [Manufactured homes must] be elevated on a permanent foundation ... and be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement.*

The following types of permanent foundations can be used:

- Reinforced piers, Post-tensioned piers, Posts, Piles, Poured concrete walls, Reinforced block walls, or Compacted fill (except in V Zone)

Labels and Identification

Data Plate

Each manufactured home will have identification inside the home known as a data plate. The data plate is usually a single piece of 8 1/2 by 11 piece of paper with information about the home. The name of the manufacturer, the date of manufacture, HUD label number(s), serial number, engineering company, appliance and model numbers, wind, roof load, and thermal zones. *Homes built before June 15, 1976 do not have Data Plates or HUD labels.*

Manufacturer Address																																			
Plant Number																																			
Date of Manufacture	HUD Label No.(s)																																		
Manufacturer's Serial Number and Model Unit Designation																																			
Design Approval by (D.A.P.I.A.)																																			
<p>This manufactured home is designed to comply with the federal manufactured home construction and safety standards in force at time of manufacture. (For additional information, consult owner's manual.)</p>																																			
<p>The factory installed equipment includes:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Equipment</th> <th style="width: 30%;">Manufacturer</th> <th style="width: 40%;">Model Designation</th> </tr> </thead> <tbody> <tr><td>For heating</td><td>_____</td><td>_____</td></tr> <tr><td>For air cooling</td><td>_____</td><td>_____</td></tr> <tr><td>For cooking</td><td>_____</td><td>_____</td></tr> <tr><td>Refrigerator</td><td>_____</td><td>_____</td></tr> <tr><td>Water Heater</td><td>_____</td><td>_____</td></tr> <tr><td>Washer</td><td>_____</td><td>_____</td></tr> <tr><td>Clothes Dryer</td><td>_____</td><td>_____</td></tr> <tr><td>Dishwasher</td><td>_____</td><td>_____</td></tr> <tr><td>Garbage Disposal</td><td>_____</td><td>_____</td></tr> <tr><td>Fireplace</td><td>_____</td><td>_____</td></tr> </tbody> </table>			Equipment	Manufacturer	Model Designation	For heating	_____	_____	For air cooling	_____	_____	For cooking	_____	_____	Refrigerator	_____	_____	Water Heater	_____	_____	Washer	_____	_____	Clothes Dryer	_____	_____	Dishwasher	_____	_____	Garbage Disposal	_____	_____	Fireplace	_____	_____
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<p>HOME CONSTRUCTED FOR <input type="checkbox"/> Zone I <input type="checkbox"/> Zone II <input type="checkbox"/> Zone III</p> <p><small>This home has not been designed for the higher wind pressure and anchoring provisions required for noncoastal areas and should not be located within 1500' of the coastline in Wind Zones II and III, unless the home and its anchoring and foundation system have been designed for the increased requirements specified for Exposure D in ANSI/AISC 7-88.</small></p> <p><small>This home has not been equipped with storm shutters or other protective coverings for windows and exterior door openings. For homes designed to be located in Wind Zones II and III, which have not been provided with shutters or equivalent covering devices, it is strongly recommended that the home be made ready to be equipped with these devices in accordance with the method recommended in manufacturers printed instructions.</small></p>																																			
<p>BASIC WIND ZONE MAP</p>																																			
<p>DESIGN ROOF LOAD ZONE MAP</p> <p>— North 40 PSF — South 20 PSF — Middle 30 PSF — Other PSF</p>																																			
<p>COMFORT HEATING</p> <p>This manufactured home has been thermally insulated to conform with the requirements of the federal manufactured home construction and safety standards for all locations within U/O value zone _____ (See map at bottom). Heating equipment manufacturer and model (see list at left). The above heating equipment has the capacity to maintain an average 70° F temperature in this home at outdoor temperatures of _____° F. To maximize furnace operating economy, and to conserve energy, it is recommended that this home be installed where the outdoor winter design temperature (97 1/2%) is not higher than _____ degrees Fahrenheit. The above information has been calculated assuming a maximum wind velocity of 15 mph at standard atmospheric pressure.</p>																																			
<p>COMFORT COOLING</p> <p><input type="checkbox"/> Air conditioner provided at factory (Alternate I) Air conditioner manufacturer and model (see list at left). Certified capacity _____ B.T.U./hour in accordance with the appropriate air conditioning and refrigeration institute standards. The central air conditioning system provided in this home has been sized assuring an orientation of the front (hatch end) of the home facing _____. On this basis the system is designed to maintain an indoor temperature of 75° F when outdoor temperatures are _____° F dry bulb and _____° F wet bulb. The temperature to which this home can be cooled will change depending upon the amount of exposure of the windows of this home to the sun's radiant heat. Therefore, the home's heat gains will vary dependent upon its orientation to the sun and any permanent shading provided. Information concerning the calculation of cooling loads at various locations, window exposures and shadings are provided in Chapter 22 of the 1989 edition of the ASHRAE Handbook of Fundamentals. Information necessary to calculate cooling loads at various locations and orientations is provided in the special comfort cooling information provided with this home.</p> <p><input type="checkbox"/> Air conditioner not provided at factory (Alternate II) The air distribution system of this home is suitable for the installation of central air conditioning. The supply air distribution system installed in this home is sized for a manufactured home central air conditioning system of up to _____ B.T.U./hr. rated capacity which are certified in accordance with the appropriate air conditioning and refrigeration institute standards, when the air circulators of such air conditioners are rated at 0.3 inch water column static pressure or greater for the cooling air delivered to the manufactured home supply air duct system. Information necessary to calculate cooling loads at various locations and orientations is provided in the special comfort cooling information provided with this manufactured home.</p> <p><input type="checkbox"/> Air conditioning not recommended (Alternate III) The air distribution system of this home has not been designed in anticipation of its use with a central air conditioning system. To determine the required capacity of equipment to cool a home efficiently and economically, a cooling load (heat gain) calculation is required. The cooling load is dependent on the orientation, location and the structure of the home. Central air conditioners operate most efficiently and provide the greatest comfort when their capacity closely approximates the calculated cooling load. Each home's air conditioner should be sized in accordance with Chapter 22 of the American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) Handbook of Fundamentals 1989 edition, once the location and orientation are known.</p>																																			
<p>INFORMATION PROVIDED BY THE MANUFACTURER NECESSARY TO CALCULATE SENSIBLE HEAT GAIN</p> <p>Walls (without windows and doors) _____ sq. ft.</p> <p>Ceilings and roofs of light color _____ sq. ft.</p> <p>Ceilings and roofs of dark color _____ sq. ft.</p> <p>Floors _____ sq. ft.</p> <p>Air ducts in floor _____ sq. ft.</p> <p>Air ducts in ceiling _____ sq. ft.</p> <p>Air ducts installed outside the home _____ sq. ft.</p> <p>The following are the duct areas in this home:</p> <p>Air ducts in floor _____ sq. ft.</p> <p>Air ducts in ceiling _____ sq. ft.</p> <p>Air ducts outside the home _____ sq. ft.</p>																																			
<p>U/O VALUE ZONE MAP</p> <p>ZONES U-VALUES</p> <p>1 0.118 2 0.096 3 0.079</p>																																			