

**PERMIT APPLICATION / MANUFACTURED HOME INSTALLATION APPLICATION**

34

**For Office Use Only**

(Revised 12/2023)

Zoning Official \_\_\_\_\_

Building Official \_\_\_\_\_

AP#

65881

Date Received \_\_\_\_\_

By \_\_\_\_\_

Permit #

50637

Flood Zone \_\_\_\_\_

Development Permit \_\_\_\_\_

Zoning \_\_\_\_\_

Land Use Plan Map Category \_\_\_\_\_

Comments \_\_\_\_\_

FEMA Map# \_\_\_\_\_

Elevation \_\_\_\_\_

Finished Floor \_\_\_\_\_

River \_\_\_\_\_

In Floodway \_\_\_\_\_

☐ Recorded Deed or ☐ Property Appraiser PO ☐ Site Plan ☐ EH # \_\_\_\_\_

☐ Land Owner Affidavit ☐ Installer Authorization ☐ FW Comp. letter ☐ App Fee Paid ☐ 911 App

☐ DOT Approval ☐ Parent Parcel # \_\_\_\_\_ ☐ STUP-MH \_\_\_\_\_

☐ Ellisville Water Sys ☐ Assessment \_\_\_\_\_ ☐ In County ☐ Sub VF Form

**\*This page not required if Online Submission**

Property ID # \_\_\_\_\_

Subdivision \_\_\_\_\_

Lot# \_\_\_\_\_

▪ New Mobile Home \_\_\_\_\_ Used Mobile Home ☒ MH Size 28x64 Year 1997

▪ Applicant GREG - BETTY CAMPBELL Phone # 386-288-9618

▪ Address 353 REBEL PLACE NW

▪ Name of Property Owner GREG - BETTY CAMPBELL Phone# 386-288-9618

▪ 911 Address 353 REBEL PLACE

▪ Circle the correct power company - ☐ FL Power & Light - ☐ Clay Electric

(Circle One) - ☒ Suwannee Valley Electric ☐ Duke Energy

▪ Name of Owner of Mobile Home Gregory Campbell Betty Campbell Phone # 386-288-9618

Address 199 NE Cypress Ct Lake City FL 32055

▪ Relationship to Property Owner OWNER

▪ Current Number of Dwellings on Property 2 STORAGE SHEDS

▪ Lot Size \_\_\_\_\_ Total Acreage 5 ACRES

▪ Do you : Have ☒ Existing Drive or ☐ Private Drive or need ☐ Culvert Permit or ☐ Culvert Waiver (Circle one)  
(Currently using) (Blue Road Sign) (Putting in a Culvert) (Not existing but do not need a Culvert)

▪ Is this Mobile Home Replacing an Existing Mobile Home ☐ Yes ☒ No

▪ Name of Licensed Dealer/Installer Jacob Trowell Phone # 386-365-1558

▪ Installers Address 225 NW Sugar Gln Lake City, FL 32055

▪ License Number: IH/1148380 Installation Decal # 107714

Is the mobile home currently located in Columbia County? ☒ Yes ☐ No (Only required for used homes)

Applicant Email Address: campbellbetty33@gmail.com

(This is where application updates will be sent)

**MOBILE HOME INSTALLATION SUBCONTRACTOR VERIFICATION FORM**

APPLICATION NUMBER \_\_\_\_\_ CONTRACTOR \_\_\_\_\_ PHONE \_\_\_\_\_

**THIS FORM MUST BE SUBMITTED PRIOR TO THE ISSUANCE OF A PERMIT**

In Columbia County one permit will cover all trades doing work at the permitted site. It is REQUIRED that we have records of the subcontractors who actually did the trade specific work under the permit. Per Florida Statute 440 and Ordinance 89-6, a contractor shall require all subcontractors to provide evidence of workers' compensation or exemption, general liability insurance and a valid Certificate of Competency license in Columbia County.

***Any changes, the permitted contractor is responsible for the corrected form being submitted to this office prior to the start of that subcontractor beginning any work. Violations will result in stop work orders and/or fines.***

<b>ELECTRICAL</b>	Print Name <u>GREG CAMPBELL</u> Signature <u>Guy Campbell</u> License #: _____      Phone #: <u>386 292 2515</u> Company Name: <u>Property Owner</u> <input type="checkbox"/> Qualifier Form Attached
<b>MECHANICAL/</b> <b>A/C</b> _____	Print Name <u>GREG CAMPBELL</u> Signature <u>Guy Campbell</u> License #: _____      Phone #: <u>386-292-2515</u> Company Name: <u>PROPERTY OWNER</u> <input type="checkbox"/> Qualifier Form Attached

**F. S. 440.103 Building permits; identification of minimum premium policy.**--Every employer shall, as a condition to applying for and receiving a building permit, show proof and certify to the permit issuer that it has secured compensation for its employees under this chapter as provided in ss. 440.10 and 440.38, and shall be presented each time the employer applies for a building permit.

## SITE PLAN CHECKLIST

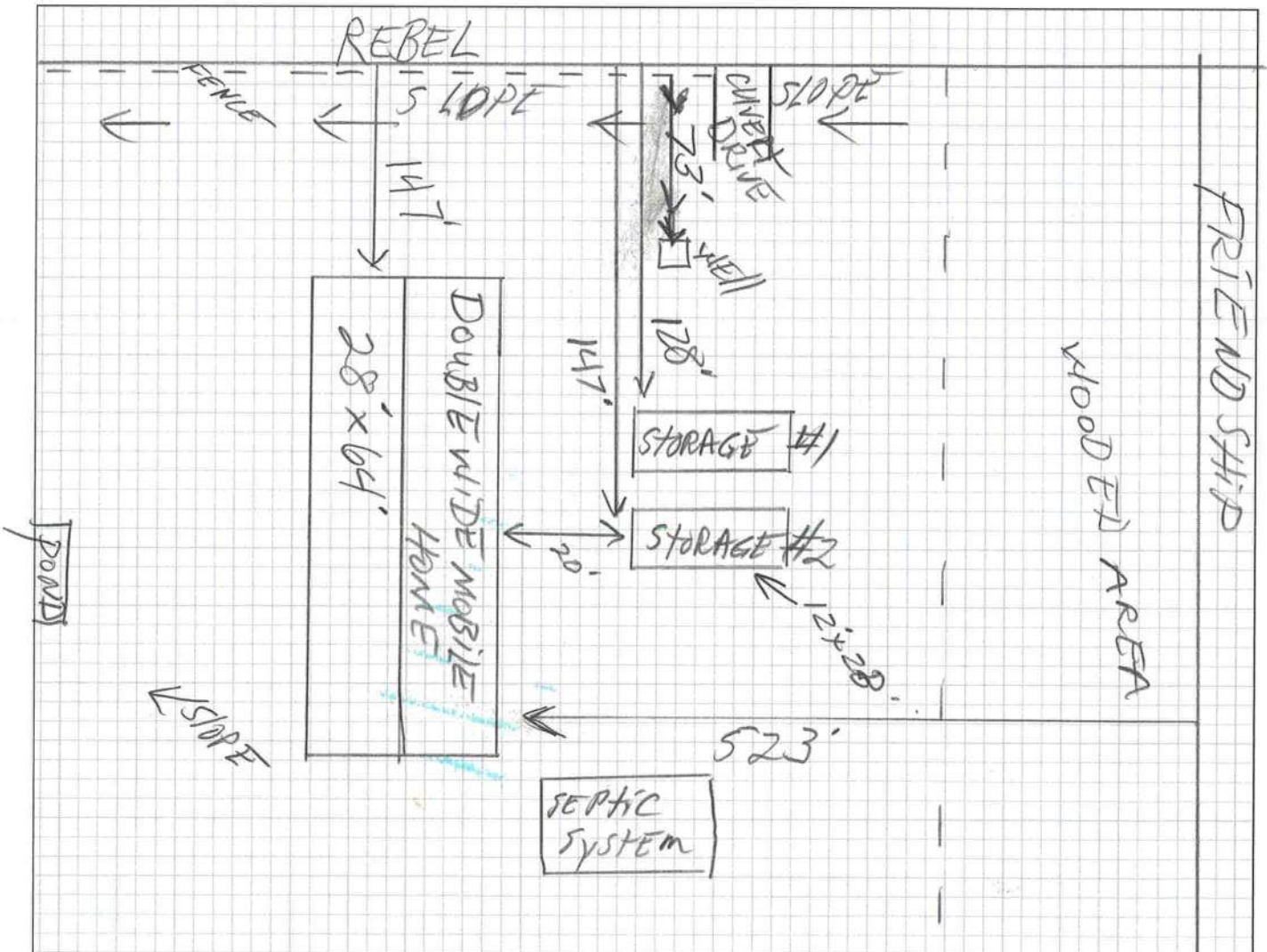
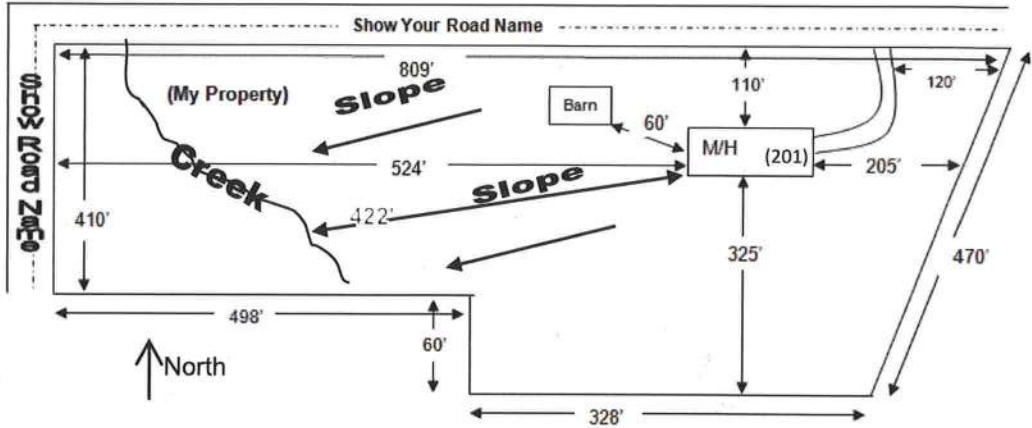
- \_\_\_ 1) Property Dimensions
- \_\_\_ 2) Footprint of proposed and existing structures (including decks), label these with existing addresses
- \_\_\_ 3) Distance from structures to all property lines
- \_\_\_ 4) Location and size of easements
- \_\_\_ 5) Driveway path and distance at the entrance to the nearest property line
- \_\_\_ 6) Location and distance from any waters; sink holes; wetlands; and etc.
- \_\_\_ 7) Show slopes and or drainage paths
- \_\_\_ 8) Arrow showing North direction

### SITE PLAN EXAMPLE

Revised 7/1/15

**NOTE:**

This site plan can be copied and used with the 911 Addressing Dept. application forms.



**CODE ENFORCEMENT DEPARTMENT**  
**COLUMBIA COUNTY, FLORIDA**  
**OUT OF COUNTY MOBILE HOME INSPECTION REPORT**

(Only required for used homes)

COUNTY THE MOBILE HOME IS BEING MOVED FROM STAYING IN COLUMBIA COUNTY  
OWNERS NAME \_\_\_\_\_ PHONE \_\_\_\_\_ CELL \_\_\_\_\_  
INSTALLER Jacob Trowell PHONE \_\_\_\_\_ CELL 386-365-1558  
INSTALLERS ADDRESS 225 NW Sugar Gln Lake City FL 32055

**MOBILE HOME INFORMATION**

MAKE Homes of merit YEAR 1997 SIZE 28 x 64  
COLOR TAN SERIAL No. 17059  
WIND ZONE 2 SMOKE DETECTOR 2

**INTERIOR:**

FLOORS 2x6  
DOORS FRONT 6 PANEL STEEL BACK COTTAGE TYPE  
WALLS 2x4  
CABINETS \_\_\_\_\_

ELECTRICAL (FIXTURES/OUTLETS) \_\_\_\_\_

**EXTERIOR:**

WALLS / SIDING 2x4 - VINYL LAP  
WINDOWS THERMOPLANE  
DOORS \_\_\_\_\_

INSTALLER: APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_

INSTALLER OR INSPECTORS PRINTED NAME Jacob Trowell

License No. 14/1148380 Date 5-10-24

NOTES: \_\_\_\_\_

**ONLY THE ACTUAL LICENSE HOLDER CAN SIGN THIS FORM.**

NO WIND ZONE ONE MOBILE HOMES WILL BE PERMITTED. MOBILE HOMES PRIOR TO 1977 ARE PRE-HUD AND THE WIND ZONE MUST BE PROVEN TO BE PERMITTED.

**BEFORE THE MOBILE HOME CAN BE MOVED INTO COLUMBIA COUNTY THIS FORM MUST BE COMPLETED AND RETURNED TO THE COLUMBIA COUNTY BUILDING DEPARTMENT.**

**ONCE MOVED INTO COLUMBIA COUNTY AN INSPECTOR MUST COMPLETE A PRELIMINARY INSPECTION ON THE MOBILE HOME. CALL 386-719-2023 TO SET UP THIS INSPECTION. NO PERMIT WILL BE ISSUED BEFORE THIS IS DONE.**

Licensed Installer Approval Signature John Trowell Date 5-10-24



COLUMBIA COUNTY BUILDING DEPARTMENT  
135 NE Hernando Ave, Suite B-21, Lake City, FL 32055  
Phone: 386-758-1008 Fax: 386-758-2160

**\*Use to authorize  
property owners to  
pull permit on  
Installers behalf.**

### MOBILE HOME INSTALLERS LETTER OF AUTHORIZATION

I, Jacob Trowell, give this authority for the job address show below  
Installer License Holder Name

only, 353 NW Rebel Place, Lake City FL 32055 and I do certify that  
Job Address

the below referenced person(s) listed on this form is/are under my direct supervision and control  
and is/are authorized to purchase permits, call for inspections and sign on my behalf.

Printed Name of Authorized Person	Signature of Authorized Person
Betty Campbell	Betty Campbell

I, the license holder, realize that I am responsible for all permits purchased, and all work done  
under my license and I am fully responsible for compliance with all Florida Statutes, Codes, and  
Local Ordinances.

I understand that the State Licensing Board has the power and authority to discipline a license  
holder for violations committed by him/her or by his/her authorized person(s) through this  
document and that I have full responsibility for compliance granted by issuance of such permits.

Jacob Trowell  
License Holders Signature (Notarized) TH/1148380 License Number 5-9-24 Date

#### NOTARY INFORMATION:

STATE OF: Florida COUNTY OF: Columbia

The above license holder, whose name is Jacob Trowell,  
personally appeared before me and is known by me or has produced identification  
(type of I.D.) FL Drivers License on this 9<sup>th</sup> day of May, 2024.

[Signature]  
NOTARY'S SIGNATURE

(Seal/Stamp)





COLUMBIA COUNTY BUILDING DEPARTMENT  
135 NE Hernando Ave, Suite B-21, Lake City, FL 32055  
Phone: 386-758-1008 Fax: 386-758-2160

**\*Use to authorize  
Agent to pull  
permit on Installers  
behalf.**

### MOBILE HOME INSTALLERS AGENT AUTHORIZATION

I, \_\_\_\_\_, give this authority and I do certify that the below  
Installers Name  
referenced person(s) listed on this form is/are under my direct supervision and control and  
is/are authorized to purchase permits, call for inspections and sign on my behalf.

Printed Name of Authorized Person	Signature of Authorized Person	Agents Company Name

I, the license holder, realize that I am responsible for all permits purchased, and all work done under my license and I am fully responsible for compliance with all Florida Statutes, Codes, and Local Ordinances.

I understand that the State Licensing Board has the power and authority to discipline a license holder for violations committed by him/her or by his/her authorized person(s) through this document and that I have full responsibility for compliance granted by issuance of such permits.

\_\_\_\_\_  
License Holders Signature (Notarized)      License Number      Date

**NOTARY INFORMATION:**

STATE OF: \_\_\_\_\_ COUNTY OF: \_\_\_\_\_

The above license holder, whose name is \_\_\_\_\_,  
personally appeared before me and is known by me or has produced identification  
(type of I.D.) \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY'S SIGNATURE

(Seal/Stamp)

### **SECTION III. MINIMUM STANDARDS**

1. No manufactured home or recreational vehicle shall be issued a permit for occupancy as a permanent residence unless it has a minimum of 450 square feet of net living area (not including garages, carports, porches, balconies, storage areas or cabanas). It shall be unlawful to join together two or more such homes for residential purposes when not intended by the manufacturer.
2. No manufactured home or recreational vehicle shall be issued a permit for occupancy as a permanent residence in Columbia County unless it measures at least 10 feet in width, including attached additions.
3. No new or used manufactured home or recreational vehicle shall be issued a permit for setting up or occupancy as a permanent residence unless the same shall meet at least one of the following codes:
  - a. The Federal Mobile Home Construction and Safety Standards for single family mobile homes, promulgated by the Department of Housing and Urban Development; or
  - b. The Uniform Standards Code approved by the United States of American Standards Institute (ANSI Code) for duplex mobile homes; or
  - c. The Uniform Standards Code approved by American National Standards Institute (ANSI Code); or
  - d. The minimum housing code of Columbia County, if applicable; and meet the following requirements :
    - (1) The unit is in clean and sound condition; and
    - (2) All windows are in place with no broken panes; and
    - (3) The unit has and operates from an electric meter separate from any other unit.
    - (4) The outdoor electrical panel box is in proper working order and the service entrance conductors are no less #8 gauge aluminum wire or equivalent copper; and
    - (5) All heating equipment where applicable is or appears to be in proper working order; and
    - (6) At least one set of steps providing access to the unit is in place; and
    - (7) All exterior doors and door hardware are in place; and
    - (8) Properly working washing machine connections are in place, if applicable; and
    - (9) There are smoke alarm systems, which is or appears to be in proper working order.
4. All permits issued pursuant to this Ordinance or a copy thereof shall be displayed in the window next to the front door of the manufactured home or recreational vehicle.
5. All used mobile homes placed or relocated in Columbia County must have a pre-inspection form completed before home is moved to the new location. Any homes that do not meet wind zone ii or higher requirements can not be moved into Columbia County. Most homes built before 1976 do not meet wind zone II requirements therefore cannot be placed or set up in Columbia County.

## **AFTER THE PERMIT HAS BEEN ISSUED**

### **FINAL POWER RELEASE FOR MOBILE HOMES**

1. The final inspection of blocking, tie downs, electrical, plumbing, and culvert / driveway connection, must be requested and passed. Please call the Columbia County Building Department at (386)719-2023 or visit [www.columbiacountyfla.com/PermitSearch/InspectionRequest.aspx](http://www.columbiacountyfla.com/PermitSearch/InspectionRequest.aspx) to request an inspection. Make sure you have the permit number when you call. Please call and give at least 24 hours notice. All inspections are to be scheduled and made at one time, including the Certificate of Occupancy.
2. The final septic tank approval must be given to the Columbia County Building Department. Please contact the Columbia County Environmental Health Department (386) 758-1058 to request final inspection on septic tank and to have septic tank release given to Building Department.
3. If your permit required a Development permit, we will need a certified finished floor elevation from the surveyor before the power can be release

# Mobile Home Permit Worksheet

Application Number: \_\_\_\_\_

Date: \_\_\_\_\_

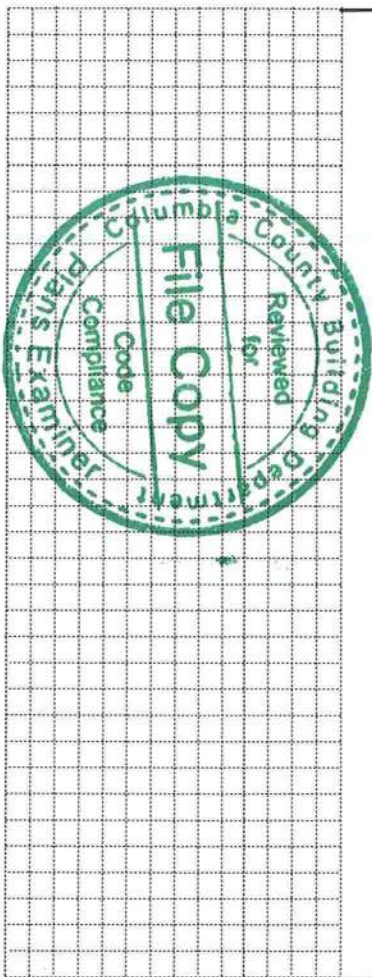
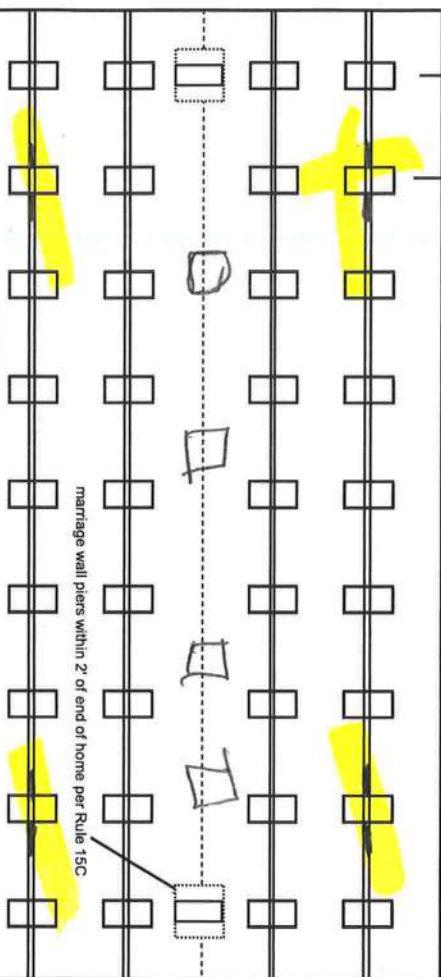
Installer: Jacob Trowell License # EH/1148380

Address of home being installed 353 NW Rebel Place Lake City, FL 32055

Manufacturer Home of Merit Length x width 28x64

**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 ST



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 # 107714

Triple/Quad ☐ Serial # 17059

## PIER SPACING TABLE FOR USED HOMES

Load bearing capacity (sq in)	16' x 16' (256)	18 1/2' x 18 (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 17x25

Perimeter pier pad size 16x16

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

## 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

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 \_\_\_\_\_

4 ft

5 ft

## FRAME TIES

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

## TIEDOWN COMPONENTS

Longitudinal Stabilizing Device (LSD) 4

Manufacturer \_\_\_\_\_

Longitudinal Stabilizing Device w/ Lateral Arms \_\_\_\_\_

Manufacturer \_\_\_\_\_

Number \_\_\_\_\_

Other Ties \_\_\_\_\_

Number \_\_\_\_\_

Longitudinal Marriage wall \_\_\_\_\_

Shearwall \_\_\_\_\_

# Mobile Home Permit Worksheet

Application Number: \_\_\_\_\_

Date: \_\_\_\_\_

## 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 290 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 requires anchors with 4000 lb holding capacity.

ST Installer's initials

### ALL TESTS MUST BE PERFORMED BY A LICENSED INSTALLER

Installer Name

Jacob Trowell

Date Tested

5-10-24

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. 108

Plumbing

Connect all sewer drains to an existing sewer tap or septic tank. Pg. 105

Connect all potable water supply piping to an existing water meter, water tap, or other independent water supply systems. Pg. 104

## Site Preparation

Debris and organic material removed \_\_\_\_\_  
Water drainage: Natural \_\_\_\_\_ Swale \_\_\_\_\_

☒ Pad \_\_\_\_\_ Other \_\_\_\_\_

### Fastening multi wide units

Floor: Type Fastener: Lag Length: 6" Spacing: 18"  
Walls: Type Fastener: Scissors Length: 4" Spacing: 18"  
Roof: Type Fastener: Lag Length: 6" Spacing: 18"  
For used homes a 3/16" 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)

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. 97

Installed: Between Floors Yes ST  
Between Walls Yes ST  
Bottom of ridgebeam Yes ST

## Weatherproofing

The bottomboard will be repaired and/or taped. Yes ✓ Pg. 98  
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 \_\_\_\_\_ No (N/A)  
Range downflow vent installed outside of skirting. Yes (N/A)  
Drain lines supported at 4 foot intervals. Yes (N/A)  
Electrical crossovers protected. Yes (N/A)  
Other: Rule 15C-1 does not cover skirting Pg 113

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

Jacob Trowell

Date 5-10-24