

# **PERMIT APPLICATION / MANUFACTURED HOME INSTALLATION APPLICATION**

<b>For Office Use Only</b>		(Revised 7-1-15)	Zoning Official _____	Building Official _____
AP# _____	Date Received _____	By _____	Permit # _____	
Flood Zone _____	Development Permit _____	Zoning _____	Land Use Plan Map Category _____	
Comments _____				
FEMA Map# _____	Elevation _____	Finished Floor _____	River _____	In Floodway _____
<input type="checkbox"/> Recorded Deed or <input type="checkbox"/> Property Appraiser PO <input type="checkbox"/> Site Plan <input type="checkbox"/> EH # _____ <input type="checkbox"/> Well letter OR <input type="checkbox"/> Existing well <input type="checkbox"/> Land Owner Affidavit <input type="checkbox"/> Installer Authorization <input type="checkbox"/> FW Comp. letter <input type="checkbox"/> App Fee Paid <input type="checkbox"/> DOT Approval <input type="checkbox"/> Parent Parcel # _____ <input type="checkbox"/> STUP-MH _____ <input type="checkbox"/> 911 App <input type="checkbox"/> Ellisville Water Sys <input type="checkbox"/> Assessment _____ <input type="checkbox"/> Out County <input type="checkbox"/> In County <input type="checkbox"/> Sub VF Form				

Property ID # 31-35-16-02419-002 Subdivision \_\_\_\_\_ Lot# \_\_\_\_\_

- New Mobile Home ☒ Used Mobile Home \_\_\_\_\_ MH Size 28x76 Year 2022
- Applicant H&L Customer Service, LLC Phone # (386) 984-9334
- Address 301 SW Faul Ct, Lake City, FL, 32024
- Name of Property Owner Shelby Bright Phone# (386) 965-2477
- 911 Address TBD SW Thomas Terr
- Circle the correct power company - FL Power & Light - Clay Electric  
(Circle One) - Suwannee Valley Electric - Duke Energy
- Name of Owner of Mobile Home Shelby Bright Phone # (386) 965-2477  
Address 1602 SW Caroline Ct, Lake City, FL, 32024
- Relationship to Property Owner self.
- Current Number of Dwellings on Property 1
- Lot Size 1.01 Total Acreage 1.01 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.
- Driving Directions to the Property Turn (2) onto NE Madison St, Turn (2) onto N. Marion Ave, Turn (2) onto W. Duval St, Turn (2) onto SW Thomas Terr., Destination is on your (2).
- Name of Licensed Dealer/Installer Robert Sheppard Phone # (386) 623-2203
- Installers Address 6355 SE CR 245, Lake City, FL, 32025
- License Number TH/1025386 Installation Decal # \_\_\_\_\_

## Date:

Manufacturer Champion Length x width 28 x 36

Installer's initials KS

Diagram illustrating the placement of marriage wall piers within 2' of end of home plate. The diagram shows a top-down view of a baseball field with the pitcher's mound and bases marked. Blue lines indicate the placement of piers along the first base line and the third base line. A dashed line indicates the 2-foot distance from the end of the home plate. A note points to the piers: "marriage wall piers within 2' of end of home plate Rule 15C".

A full-page sheet of white graph paper with a light gray grid pattern. The grid consists of small squares covering the entire area. There are no margins, text, or other markings on the page.

### PIER SPACING TABLE FOR USED HOMES

Load bearing capacity	Footer size (sq in)	16" x 16" (256)	18 1/2" x 18 1/2" (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

17x25

Perimeter pier pad size 14x14

Other pier pad sizes  
(required by the mfg.)

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.

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

## ANCHORS

4 ft      5 ft

### FRAME TIES

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

## **TIEDOWN COMPONENTS**

### Longitudinal Stabilizing Device (LSD)

### Longitudinal Stabilizing Device w/ Lateral Arms

Manufacturer Oliver

## OTHER TIES

24

2

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# 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 1000

X 1000

X 1000

### 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 1000

X 1000

X 1000

## 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. 1 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 require anchors with 4000 lb holding capacity.

Installer's initials

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

Installer Name

Robert Sheppard

Date Tested

08/10/21

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. 29

Plumbing

Connect all sewer drains to an existing sewer tap or septic tank. Pg. 28

Connect all potable water supply piping to an existing water meter, water tap, or other independent water supply systems. Pg. 28

## Site Preparation

Debris and organic material removed ☒ Swale ☒ Pad ☒ Other ☒

### Fastening multi wide units

Floor: Type Fastener: lags Length: 5 Spacing: 14  
Walls: Type Fastener: screws Length: 4 Spacing: 14  
Roof: Type Fastener: lags Length: 4 Spacing: 14  
For used homes a min. 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)

I 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

RS

Type gasket

foam

Installed:

Between Floors Yes ☒

Between Walls Yes ☒

Bottom of ridgebeam Yes ☒

### Weatherproofing

The bottomboard will be repaired and/or taped. Yes ☒ Pg. 29  
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 ☒ N/A ☒  
Range downflow vent installed outside of skirting. Yes ☒ N/A ☒  
Drain lines supported at 4 foot intervals. Yes ☒  
Electrical crossovers protected. Yes ☒  
Other: \_\_\_\_\_

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 Robert Sheppard Date 08/10/21

## MOBILE HOME INSTALLATION SUBCONTRACTOR VERIFICATION FORM

APPLICATION NUMBER \_\_\_\_\_ CONTRACTOR Robert Sheppard PHONE (386) 623-2203

**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>Glen Whittington</u> License #: <u>EC 13002957</u> Qualifier Form Attached <input type="checkbox"/>	Signature <u>Glen Whittington</u> Phone #: <u>(386) 972-1701</u>
<b>MECHANICAL/ A/C</b>	Print Name <u>Charles Thomas</u> License #: <u>CAC1817820</u> Qualifier Form Attached <input type="checkbox"/>	Signature <u>Ch Thomas</u> Phone #: <u>(419) 680-2023</u>

**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.

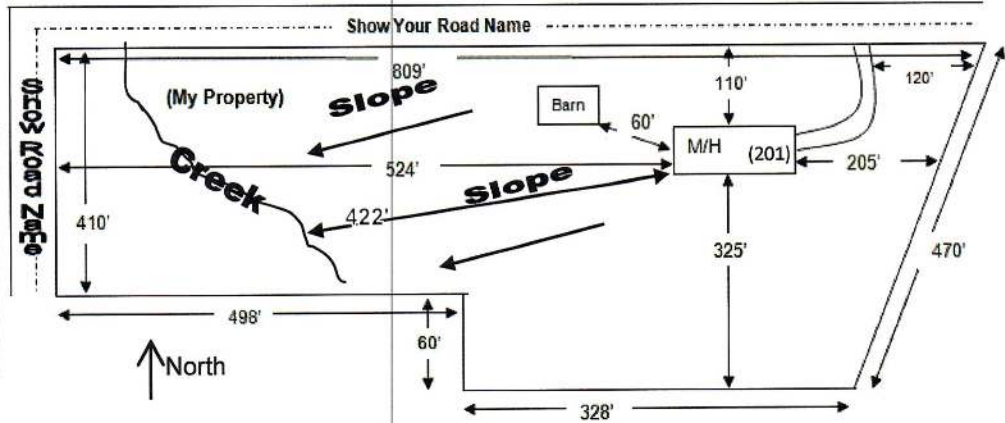


# SITE PLAN CHECKLIST

- \_\_\_ 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

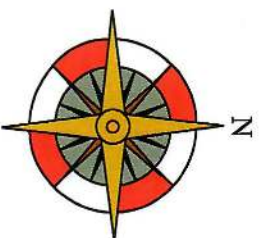
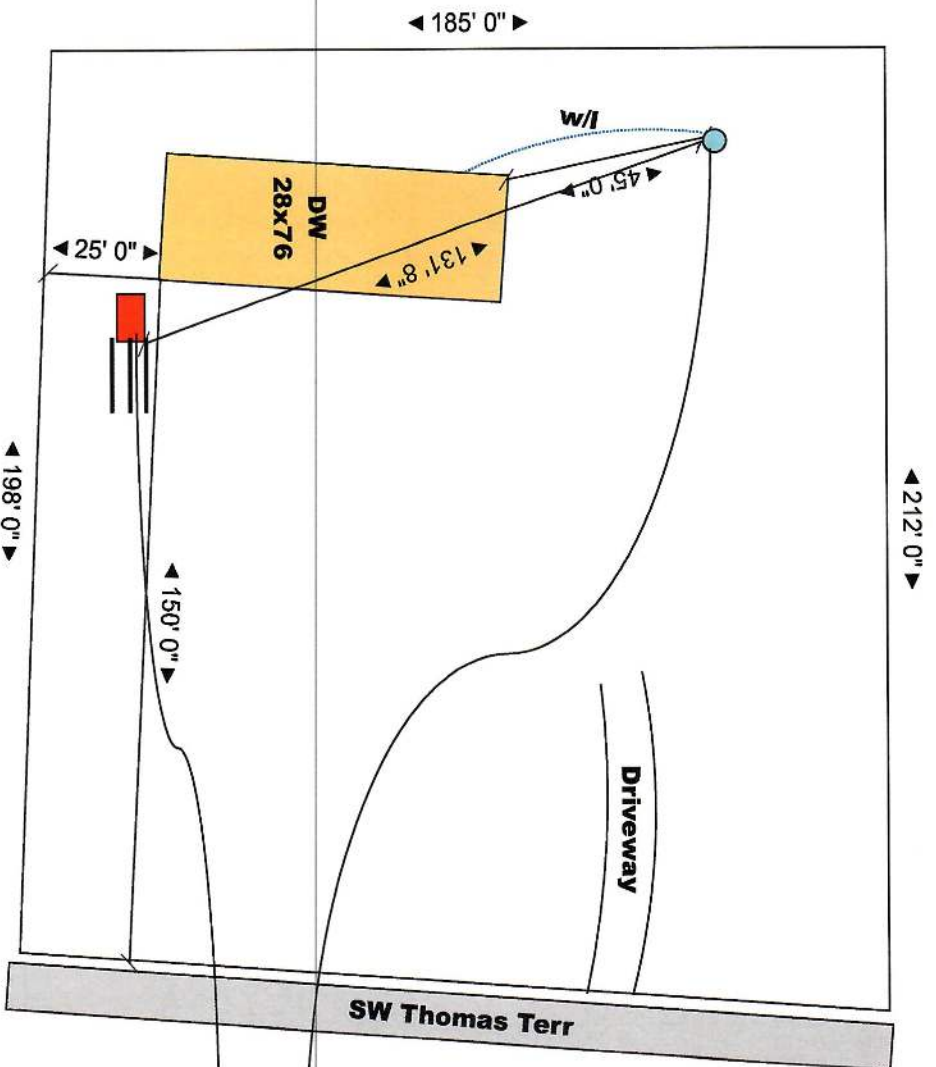
Revised 7/1/15



### NOTE:

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

See Attached



Parcel ID: 31-3S-16-02419-002

Existing Well  
Proposed New Septic

Site:	TBD SW Thomas Terr, Lake City	Drawing:	80813	Project:	0813	Drawn:	Heide M	Notes:	H&L Customer Service, LLC 301 SW Faul Ct Lake City, FL, 32024 (386)984-9334
Title:	Shelby Bright	Scale:	1"=40'	Date:	08/13/21	Rev:	A		



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

# MOBILE HOME INSTALLERS LETTER OF AUTHORIZATION

I, Robert Sheppard, give this authority for the job address show below  
Installer License Holder Name

only, TBD SW Thomas Terr, 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	Authorized Person is... (Check one)
Heide Morrison	H Morrison	<input checked="" type="checkbox"/> Agent <input type="checkbox"/> Officer <input type="checkbox"/> Property Owner
		<input type="checkbox"/> Agent <input type="checkbox"/> Officer <input type="checkbox"/> Property Owner
		<input type="checkbox"/> Agent <input type="checkbox"/> Officer <input type="checkbox"/> Property Owner

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.

Robert Sheppard I#1025386 08/10/21  
License Holders Signature (Notarized) License Number Date

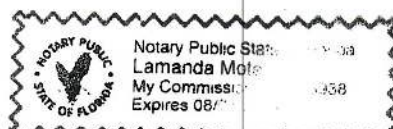
## NOTARY INFORMATION:

STATE OF: Florida COUNTY OF: Columbia

The above license holder, whose name is Robert Sheppard, personally appeared before me and is known by me or has produced identification (type of I.D.) 10th day of August, 20 21.

Lamanda Mote  
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

MOBILE HOME INSTALLERS AGENT AUTHORIZATION

I, Robert Sheppard, 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
Heide Morrison	H Morrison	H&L Customer Service, LLC

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.

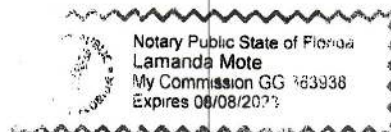
Robert Sheppard HH1025386 08/10/21  
License Holders Signature (Notarized) License Number Date

NOTARY INFORMATION:

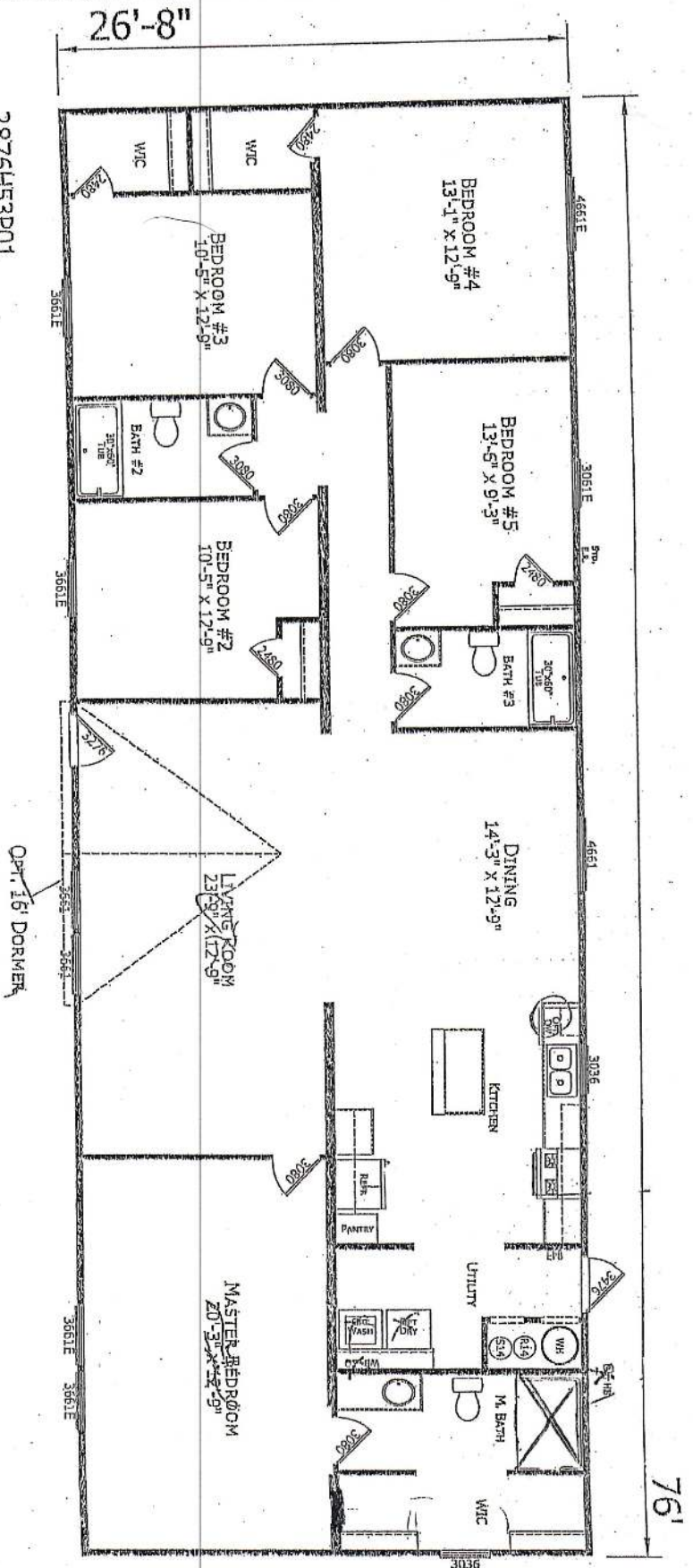
STATE OF: Florida COUNTY OF: Columbia

The above license holder, whose name is Robert Sheppard,  
personally appeared before me and is known by me or has produced identification  
(type of I.D.) Id on this 10th day of August, 20 21.

Lamanda Mote  
NOTARY'S SIGNATURE (Seal/Stamp)







<b>CLAMATION</b> HOME BUILDERS <small>720 W. 100 SOUTH POE, SUITE 100, BLDG. # 4344          P.O. BOX 10, ST. LOUIS, MO 63108</small>	2876H53P01 76'-0" X 26'-8" 5 BD 3 BT	LITERATURE PLAN	L-101
PROJECT: 2876H53P01 DATE: 06-16-20 SCALE: 3/8" = 1'-0"	DRAWN BY: J. H. HARRIS CHECKED BY: J. H. HARRIS DATE: 06-16-20	REVISIONS: 1. REVISION: 06-16-20 2. REVISION: 06-16-20	APPROVED BY: J. H. HARRIS DATE: 06-16-20

**H&L Customer Service**  
**LIMITED POWER OF ATTORNEY**

I Shelby Bright, do hereby authorize H&L Customer Service and its members, Heide Morrison and or Lamanda Mote, to act fully on my behalf in all aspects of applying for permits, pulling permits and picking up permits as needed for the installation of a new mobile home located at the below address;

TBD SW Thomas Terr  
Lake City, FL, 32024

In Columbia county, Florida.

Shelby Bright  
Signature

08/11/21  
Date

State of Florida

County of Columbia

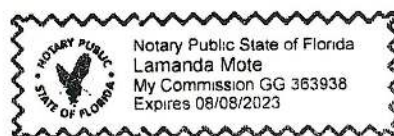
This instrument was signed or acknowledged before me on this 11<sup>th</sup> day of August, 2021

by Shelby Bright, who is personally known ☒ or ID provided \_\_\_\_\_.

If ID provided, type of State issued ID provided \_\_\_\_\_.

Lamanda Mote  
Notary Public

Seal:



Notary Public

My Commission Expires: 08/08/2023



Form 500



# Columbia County Property Appraiser

Jeff Hampton

## 2021 Working Values

updated: 6/24/2021

Parcel: << 31-3S-16-02419-002 (43544) >>

### Owner & Property Info

Owner	BRIGHT SHELBY 688 SW THOMAS TER LAKE CITY, FL 32024		
Site			
Description*	COMM NE COR OF SE1/4, S 420.11 FT TO POB, S 204.34 FT, W 220.09 FT, N 183.09 FT, E 235.42 FT TO POB, QC 1435-1585,		
Area	1.01 AC	S/T/R	31-3S-16
Use Code**	VACANT (0000)	Tax District	3

\*The Description above is not to be used as the Legal Description for this parcel in any legal transaction.

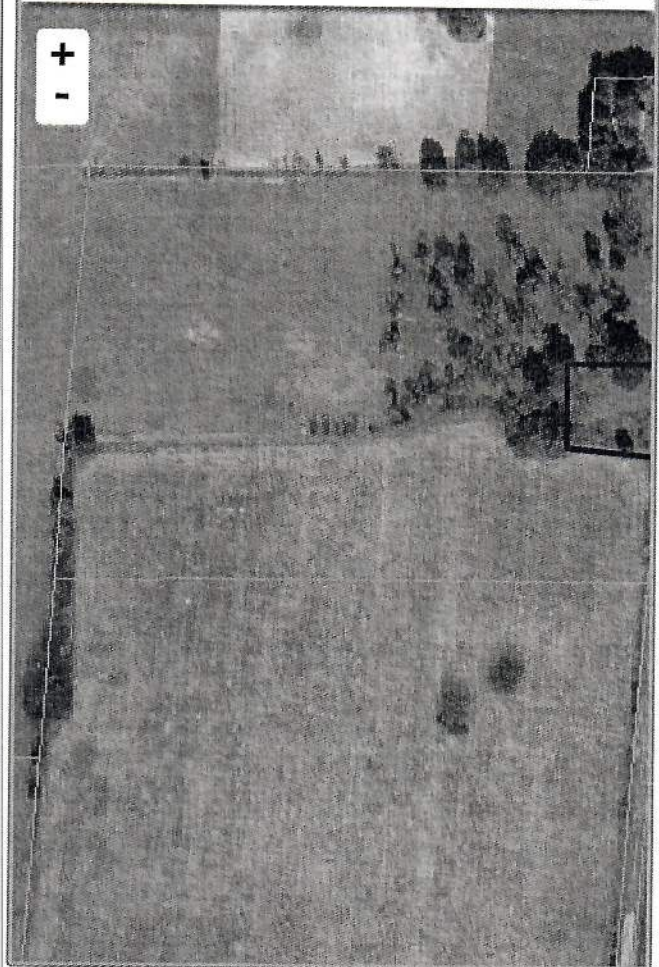
\*\*The Use Code is a FL Dept. of Revenue (DOR) code and is not maintained by the Property Appraiser's office. Please contact your city or county Planning & Zoning office for specific zoning information.

### Property & Assessment Values

2020 Certified Values	2021 Working Values	
There are no 2020 Certified Values for this parcel	Mkt Land	\$12,120
	Ag Land	\$0
	Building	\$0
	XFOB	\$0
	Just	\$12,120
	Class	\$0
	Appraised	\$12,120
	SOH Cap [?]	\$0
	Assessed	\$12,120
	Exempt	\$0
Total Taxable		county:\$12,120 city:\$0 other:\$0 school:\$12,120

Aerial Viewer Pictometry Google Maps

2019 2016 2013 2010 2007 2005 Sales



### ▼ Sales History

Sale Date	Sale Price	Book/Page	Deed	V/I	Qualification (Codes)	RCode
4/20/2021	\$100	1435/1585	QC	V	U	11

### ▼ Building Characteristics

Bldg Sketch	Description*	Year Blt	Base SF	Actual SF	Bldg Value
NONE					

### ▼ Extra Features & Out Buildings (Codes)

Code	Desc	Year Blt	Value	Units	Dims
NONE					

### ▼ Land Breakdown

Code	Desc	Units	Adjustments	Eff Rate	Land Value
0000	VAC RES (MKT)	1.010 AC	1.0000/1.0000 1.0000/ /	\$12,000 /AC	\$12,120





### Columbia County Property Appraiser Jeff Hampton | Lake City, Florida | 386-758-1083

**PARCEL: 31-3S-16-02419-002 (43544) | VACANT (0000) | 1.01 AC**  
 COMM NE COR OF SE 1/4, S 420.11 FT TO POB, S 204.34 FT, W 220.09 FT, N 183.09 FT, E 235.42 FT TO POB. QC  
 1435-1585,

<b>BRIGHT SHELBY</b>		<b>2021 Working Values</b>		
Owner:	688 SW THOMAS TER	Mkt Lnd	\$12,120	Appraised \$12,120
	LAKE CITY, FL 32024	Ag Lnd	\$0	Assessed \$12,120
Site:		Bldg	\$0	Exempt \$0
Sales Info	4/20/2021 \$100 V (U)	XFOB	\$0	county:\$12,120
		Just	\$12,120	city:\$0
				other:\$0
				school:\$12,120
				Total Taxable

#### NOTES:



Columbia County, FL

This information, was derived from data which was compiled by the Columbia County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property Appraiser's office.

GrizzlyLogic.com



Prepared as to form only  
No title search or survey  
PREPARED BY/RETURN TO:  
Thomas J. Kennon, III, Esquire  
ROBINSON, KENNON & KENDRON, P.A.  
P. O. Box 1178  
Lake City, FL 32056-1178

Inst: 202112007624 Date: 04/21/2021 Time: 2:59PM  
Page 1 of 1 B: 1435 P: 1585, James M Swisher Jr, Clerk of Court  
Columbia, County, By: BR  
Deputy ClerkDoc Stamp-Deed: 0.70

**QUITCLAIM DEED**

THIS INDENTURE, made the 20<sup>th</sup> day of April, in the year 2021 between Terry A. Thomas, a single unmarried man, in the County of Columbia, State of Florida, whose post office address is 497 SW Gunther Ct., Lake City, FL 32024, as party of the first part, hereinafter called Grantor, and Shelby Bright, a married person, of the County of Columbia, State of Florida, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, legal representatives, successors, and assigns where the context requires or permits).

WITNESSETH THAT: Grantor, for and in consideration of love and affection and other valuable considerations, in hand paid at and before the sealing and delivery of this Deed, the receipt of which is hereby acknowledged, by these presents does hereby remise, convey, and forever QUITCLAIM unto the Grantee the following:

COMMENCE at the NE Corner of the SE ¼ of Section 31, Township 3 South, Range 16 East, Columbia County, Florida and run thence S. 04°18'30"W., 420.11 Feet to the Point of Beginning; thence continue S.04°18'30"W., 204.34 feet; thence N.84°53'39"W., 220.09 feet; thence N.00°15'52"W., 183.09 feet; thence N.89°44'11"E., 235.42 feet to the Point of Beginning. Containing 1.01 acres, more or less. Subject to existing road right-of-way.

**N.B. Grantee is the biological daughter of Grantor.**

**N.B. Grantor does not reside at the real property nor is it the homestead of the Grantor.**

TO HAVE AND TO HOLD the described premises to Grantee, so that neither Grantor nor any person or persons claiming under Grantor shall at any time, by any means or ways, have, claim, or demand any right or title to the premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, the Grantor has signed and sealed this Deed on the date written above.

Signed, sealed, and delivered in the presence of:

Mary B. Summerfield  
Witness  
Rebecca A. Cotton  
Witness

Terry A. Thomas  
Terry A. Thomas  
497 SW Gunther Ct.  
Lake City, FL 32024

STATE OF Florida  
COUNTY OF Columbia

The foregoing instrument was acknowledged before me this 4-20-2021 [date] by Terry A. Thomas, who is personally known to me or who has produced \_\_\_\_\_ [type of identification] as identification.



Mary B. Summerfield  
NOTARY  
Mary B. Summerfield  
Printed Name of Notary

(SEAL)