

Mobile Home

Administrative:

- Owner/Builder Disclosure form Signed and Notarized in office if applicable.
- Updated Worker's Compensation exemption or certified to the City of DeLand uploaded into the attachments of the application.
- A recorded [Notice of Commencement](#) for any improvement in which the contract price is greater than \$5,000. This must be submitted prior to scheduling the first inspection.
- Approved installation license from the Florida Department of Highway and Motor Vehicles.

Plans:

New

- Manufacturer's installation manual.
- Manufacturer's blocking diagram.
- HSMV approved manufactured home installation worksheet.
- Dimensioned site plans showing setback requirements.
- Approved septic permit from the Health Department.

Replacement

- Manufacturer's blocking diagram.
- HSMV approved manufactured home installation worksheet.
- Dimensioned site plans showing setback requirements.

Please note: other plans may be required to complete the review process based on individual permitting needs.