Gadsden COUNTY BUILDING INSPECTION

1-B East Jefferson Street/ Post Office Box1799, Quincy, FL 32353
Phone# 850-875-8665 Fax: 850-875-7280

Mobile Home Permit Application

Owner's Name(s) _____

Address _____ City _____ St. _____ Zip _____

911 Address _____

Home ph _____ Bus ph _____ Cell ph _____ Email: _____

Parcel ID _____ Valuation of Project $ _____ Occupancy _____

Manufactures Name _____ Date Manufactured _____

Check All the Boxes That Apply To the Proposed Job

	Description of Work		Building Foundation		Grading Activities		Is The Property Flood Prone
	Replacement Unit		Monolithic		Yes		Yes
	New Mobile Home		Block Wall		No		No
	Use Mobile Home		Pier or Piling				Date of Flood Letter
	If Used Manufacture Date		Other (specify)				
	Class of Building (proposed)		Clearing Activities				Does Property Include, or Is It Near A Wetland, Such As:
	Single-wide M/H		Selective Clearing		Describe Slope of the Land		Lake, Pond
	Double-Wide M/H		Entire Site		Flat 0% to 2%		Sink Hole
	Triple-Wide M/H		No Clearing		Slight Slope 2% to 10%		Swamp, Marsh
	Other (specify)		Access & Construction Only		Steep Slope 10% to 20%		Other
	Width				Very Steep Slope 20% & Over		None
	Length						Type Of Sewage Disposal?
	Wind zone						Public or Private Company
	Roof zone				Check Development Restrictions That Apply		Private (Septic, etc.)
	Serial No.				Natural Area		
					Land Use Buffer		Type Of Water Supply
					Plat Restrictions		Public Or Private Company
					None		Private (Well, Custom)

Fee simple titleholder's name (if other than the owner) _____

Address (if other than owner) _____ City _____ St. _____ Zip _____

Mortgage Lender's Name _____ Address _____

City _____ St. _____ Zip _____

CONTRACTOR INFORMATION

CONTRACTOR	LICENSE NO.	ADDRESS	PHONE	EMAIL ADDRESS
Mobile Home Dealer				
Electrical				
Plumbing				
Mechanical (Must be licensed contractor)				
Gas (Must be licensed contractor)				
Mobile Home Installer (Must be licensed contractor)				
Other				

MINIMUM PROPERTY SET-BACK REQUIREMENTS

The structure shall be set back as follows:
Front Setback: 35' from a dedicated or maintained right-of-ways or a minimum of 65' from centerline, whichever is greater.
Side Setbacks: 10' on one side and 15' on other. Corner lots require a 20' setback.
Rear Setback: 10'
The septic tank and drain field, building overhang, well and any other structure located on the property must meet these minimum setbacks.
No structure can be placed on any public right-of-way, i.e. mailbox, covert retaining wall, fence. Please call Public Works at 875-8672.

I have read the above setback requirements and agree not to erect, setup or place any structure, well, drain field in those dedicated areas. If I violate the required minimum setbacks I understand that I will be required to abate the setback violations at my expense.

Owner/ Authorized Agent _____

LICENSED INSTALLER ONLY (15C-1.0101)

Site Preparation:

Debris and Organic Material Removal _____ Compacted Fill_____

Water Drainage: Natural_____ Swale_____ Pad_____ Other (specific)_____

Foundation: Submit Blocking and Pier Spacing/Footer Size Requirements from Manual

Installation Standard Used: (check one) Manufactures Manual_____ 15C-1_____

Load Bearing Capacity _____

Installation Decal No (photo copy of decal required) _____

Maximum Pier Height_____ Pier Spacing_____ O/C Footer (ABS) Pad Size_____

Centerline Blocking No._____ Locations_____ Footer (ABS) Pad Size _____ Stacked Yes_____ NO_____

Special Pier Blocking Required (fireplace, bay window(s), etc.) Yes_____ No_____ Perimeter Blocking Yes_____ No_____

Longitudinal Anchors No._____ Stabilizer Device(s) Type_____ No. Required_____

Frame Ties No._____ Spacing_____ O/C Angle Strap _____ Degrees

Sidewall Anchors No._____ Over Roof Ties (if required) No._____

REQUIRED FORMS

- ☐ LAND USE CONCURRENCY (Planning & Zoning 875-8663) or HAVANA, GREENSBORO, OR CHATTAHOOCHEE
- ☐ USED MOBILE HOME AGREEMENT
- ☐ SEPTIC TANK PERMIT OR WAIVER (Gadsden Environmental Health, 875-7200 ext. 336) or CITY SEWER CONNECTION PERMIT
- ☐ FLOOD LETTER (if your property touches any body of water or is deemed to be in a flood prone area: see surveyor or engineer)
- ☐ 911 ADDRESS (see 911 Coordinator at the W. A. Woodham Building, 875-8824)
- ☐ PHOTO COPY OF INSTALLERS DECAL
- ☐ BLOCKING PLAN (Furnished by Installer)
- ☐ SOIL DECLARATION

Signature Owner/Agent _____ Contractor _____

STATE OF FLORIDA, COUNTY OF GADSDEN

The foregoing information was sworn to, subscribed and acknowledged before me this _____ day of _____ 20 _____, by _____ who is personally known to me or has produced _____ as identification, and (did/did not) take an oath.

_____

Signature Notary Public State of Florida

Commission Number _____

My Commission Expires _____

LETTER OF AUTHORIZATION

This letter serves as notice on this date I, _____ hereby give authorization

to, _____ to obtain all necessary permits for me in Gadsden County at the property

located at the following address and parcel Id.:

Physical Address _____ Parcel Id. _____

Property Owners Signature _____ Date _____

Sworn and subscribed this _____ day of _____ 20_____.

Notary _____ for State of Florida___ Personally Known ___ Produced Identification

Driver's license or Identification Number _____ Commission No.:

Expiration Date:

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 county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies. By signing this permit you are stating you are aware of these additional restrictions/permits.

_____

Contractor's/Property Owner Signature (All other signatures require a notarized Letter of Authorization) **Date**

MOBILE HOME COMPLIANCE AGREEMENT

I, _____ am requesting a permit from the Gadsden County Building Inspection Department to setup a new or used mobile home for occupancy and agree to the following conditions set forth by the Mobile Home Ordinance and this agreement of conditions as listed below:

Condition 1: I have read and received the standards as set forth in the Mobile Home Ordinance and agree to bring the mobile home into compliance with these standards.

Condition 2. I agree to have all zoning and septic tank/sewer approvals before Set Up permit can be issued.

Condition 3. Electrical service will not be released until the mobile home passes the setup inspection. The owner must furnish a generator or other means of electrical power to make the repairs to the unit prior to the initial setup inspection.

Condition 4.I agree to skirt the mobile home within 60-days after release of electrical service. DO NOT SKIRT THE MOBILE HOME BEFORE THE FINAL INSPECTION.

Condition 5. Per the Gadsden Code of Ordinances, manufactured homes prior to January 1976 are not permitted to be moved in to or within Gadsden County unless proof of compliance with the application standards are met, i.e. HUD's standard for manufactured housing. Certification by an architect or engineer is required for HUD standards. (Section 54-62 Standard (6) (B).)

Condition 6: Stabilization is required 5 feet around the permitted structures prior to occupancy per the Florida Building Code 6th Edition.

Condition 7: Driveway culverts to be constructed with mitered ends including poured concrete collards or headwalls (subsection 6102.D.)

_____

Owner's signature

The foregoing instrument was acknowledged before me this _____ day of

_____, 20_____, by _____.

Who is personally known to me or who has produced _____ as identification.

Notary's Signature _____

Seal:

Printed Notary's Name _____

Mobile Home Inspection Request List

- Mobile Home All Trades Rough:
  - Electric Rough
  - Mechanical Rough
  - Plumbing Rough
  - Gas Rough (If applied)
  - Set up
  - Tie Downs (Anchoring)
  - Bonding of Mobile Home
  - Home address shall be posted on house/mailbox
- Mobile Home Final:
  - Steps/Stairs
  - Skirting
  - Final Walkthrough of Mobile Home
  - Final All Trades
- Environmental:
  - Stabilization 5' Around House
  - Driveway Connections

*To request an inspection please Email us at
inspections@gadsdencountyfl.gov

If you cannot email please call the front office at **(850)875-8665***

MOBILE HOME PERMIT WORKSHEET

PERMIT NUMBER _____

Installer _____ License # _____

Address of home being installed _____

_____

Manufacturer _____ Length x width _____

NOTE: ***if home is a single wide fill out one half of the blocking plai***
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 _____

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 # _____

Triple/Quad ☐ Serial # _____

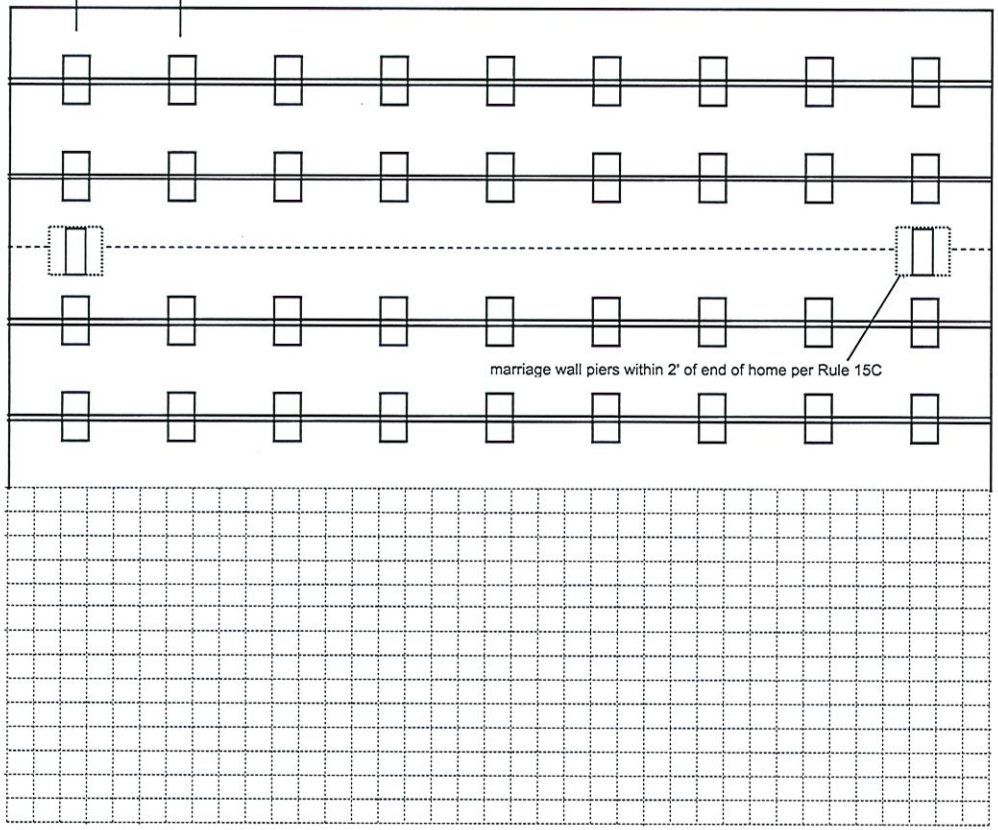
Typical pier spacing

2'

lateral

longitudinal

Show locations of Longitudinal and Lateral Systems (use dark lines to show these locations)



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

I-beam pier pad size _____

Perimeter pier pad size _____

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.

Opening	Pier pad size

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)
Manufacturer
Longitudinal Stabilizing Device w/ Lateral Arms
Manufacturer

OTHER TIES

	Number
Sidewall	
Longitudinal	
Marriage wall	
Shearwall	

MOBILE HOME PERMIT WORKSHEET

PERMIT NUMBER _____

POCKET PENETROMETER TEST

The pocket penetrometer tests are rounded down to psi
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 inch pounds or check here if you are declaring 5' anchors without testing . A test showing 275 inch pounds or less will require 4 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.

_____ Installer's initials

ALL TESTS MUST BE PERFORMED BY A LICENSED INSTALLER

Installer Name _____

Date Tested _____

Electrical

Connect electrical conductors between multi-wide units, but not to the main power source. This includes the bonding wire between mult-wide units. Pg.

Plumbing

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

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

Site Preparation

Debris and organic material removed .
Water drainage: Natural Swale Pad Other .

Fastening multi wide units

Floor:	Type Fastener:	Length:	Spacing:
Walls:	Type Fastener:	Length:	Spacing:
Roof:	Type Fastener:	Length:	Spacing:

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, meldew 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.

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

Weatherproofing

The bottomboard will be repaired and/or taped. Yes . Pg.
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 _____ **Date** _____

GADSDEN COUNTY
BUILDING INSPECTION

SOIL LOAD BEARING CAPACITY DECLARATION

NAME OF LICENSED INSTALLER_____

INSTALLER LICENSE NUMBER_____

PROPERTY OWNER'S NAME_____

PROPERTY TAX IDENTITY NUMBER_____

LICENSED INSTALLER'S SIGNATURE_____

DATE_____

Sheriff

PHONE (850) 627-9233

Morris A. Young

Gadsden County

P.O. BOX 1709
QUINCY, FLORIDA 32353-1709

911 Address Information

How to Display Your Address

We must find you before we can help you. Is your address displayed properly?

When you request the assistance of emergency personnel such as Police, Fire or Ambulance, they need to be able to find you. The easiest and best way is to have your address displayed correctly. County ordinance Sec. 18-275. - Posting of numbers. requires your address be displayed as follows:

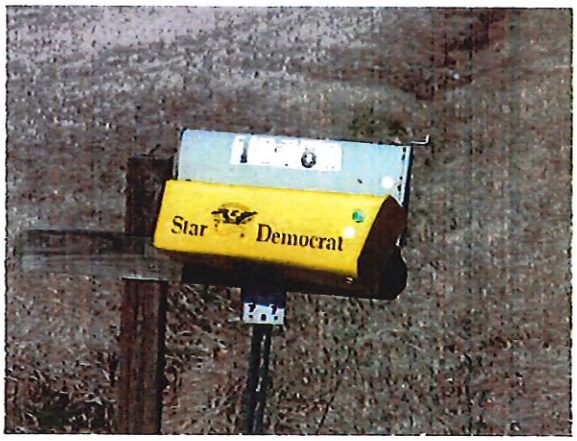
(1)The building number shall be affixed to the front of the building, or to a separate structure in front of the building, such as a mailbox, post, wall or fence, such that the building number is clearly visible and legible from the public or private way on which the building fronts.

(2)Numerals shall be Arabic and shall not be less than four inches in height and one-half inch in width.

(3)The numerals shall be of a contrasting color with the immediate background of the building or structure on which such numerals are affixed.

This helps the Emergency Services get help to you quickly.

Always display numbers horizontally facing road. Your numbers should also be displayed on your house and mailbox.



Poor Addressing; Numerals Aged and Unreadable

Points to remember

- Can a person that is unfamiliar with your residence locate your home during an emergency?
- Use minimum 4 inch, contrasting numerals, displayed no lower than 30 inches above ground.
- Apply numerals to sign or mailbox at end of lane if numerals cannot be seen from the road.
- If using mailbox to display your address assure the mailbox is easily associated with your home.
- Place numerals on both sides of your mailbox or sign (if applicable). Many times emergency vehicles approach from multiple directions.

The Gadsden County Enhanced 911 Coordinator's Office would like to update our current records so that we may better serve you in the event of an emergency. If you have any questions, regarding your address and/or road name, please call the Gadsden County E911 Coordinator's Office at (850) 875-8824.

Thank You for Your Cooperation

MANUFACTURES HOMES AND TRAILERS

Sec. 54-62. - Standards.

No used mobile home, recreation vehicle or modular home shall be issued a permit unless it meets the guidelines for used mobile homes as follows:

1. *Fire safety*. All mobile homes manufactured since January 1968 shall have an approved smoke detector properly located outside of each sleeping area of the mobile home. Smoke detectors shall be installed to the product manufacturer's installation instructions.
2. *Electrical.*
    a. Every unit shall have a complete electrical system.
    b. Distribution panel boards shall be properly installed, complete with required breakers/fuses, with all unused openings properly covered. All connections are to be checked for tightness, and all panels shall be accessible. Distribution panel board may be located in a closet, provided that there is at least six inches of space between the panel board and any easily ignitable materials. The panel board shall be a minimum of 100 amps.
    c. All electrical fixtures shall be properly installed, wired and supported. Aluminum conductors shall be connected to approve listed devices.
    d. All grounding conductors shall be secured to the proper locations and or connector on the fixtures or device.
    e. Aluminum conductors smaller than no. 8 AWG aren't allowed.
3. *Plumbing.*
    a. All plumbing fixtures shall be protected with approved and workable traps
    b. Plumbing fixtures shall be properly vented and fixtures shall be in workable condition.
    c. Relief valve on water heater shall have sufficient room to operate, and shall have unthreaded three-fourths-inch drainpipe extended beneath the mobile home.
    d. Drainage piping shall be complete. Piping shall be supported properly and not constitute a hazard.
    e. Water piping shall not be bent, kinked, etc., to retard flow of the water supply. Each fixture shall be connected to water piping.
4. *Heating and air conditioning.*
    a. All required cooking/heating appliances shall be properly anchored and connected in place.
    b. If the home has a deleted heating system, drop-outs must be installed for connecting the exterior system
    c. All homes with central heating/cooling shall have an operable thermostat.
    d. Air registers shall be operable.
    e. Ducts shall be sealed at openings and shall not be crushed or missing.
    f. Gas furnace/water heating vents shall be properly installed and secured to such appliances.
    g. There shall be proper return air to the furnace, exterior heat/AC units and all rooms.
    h. Range/bathroom exhaust fans shall be complete and vented to the outside.
    i. All gas appliances shall be connected with an approved shutoff valve, if the home was manufactured after May of 1975.
5. *Construction.*
    a. Exterior exit doors, including sliding glass, shall be in good working order.
    b. Exterior doors shall have operable locks.
    c. All mobile homes manufactured after January of 1975 shall have operable egress windows or an exterior egress door located in each sleeping area with an opening of 22 inches in its shortest measurement.
    d. All windows and operators shall be in working condition and missing glass shall be replaced (if required).
    e. Screens shall be required on each window capable of being opened.
    f. All holes, damaged floor, broken decking or floor joists shall be corrected.

g. Missing interior paneling and bowed or loose paneling shall be replaced. Paneling shall be secured to the framing members.
h. Bottom board shall be made rodent proof throughout and sealed. Missing insulation from exposed areas shall be replaced.
i. When visible structural damage caused by water leaks are apparent, repairs and corrections are to be completed to ensure leaks have been corrected.
j. All over-the-roof, tie-down straps shall be free of damage. Frame ties and blocking on all used single and double wide homes shall be as required in F.A.C. Ch. 15c-1.10, if the manufacturer's setup requirements are not available. Splices of strap shall overlap at least 12 inches and be secured with two seals. All tie points shall be used.

6. *General.*

a. Power cannot be turned on until the mobile home is properly set up, electrical service is installed, culvert is installed (if applicable), water is connected and the septic/sewer is connected and approved by the environmental health department
b. Mobile homes manufactured prior to January, 1968 are not permitted unless proof of compliance with the applicable standards are met, i.e., HUD standards for manufactured housing. Certification by an architect or engineer is required for HUD standards.
c. No mobile home, recreation vehicle or modular home shall be issued a permit hereunder unless the same meets the most recently adopted version of the following codes:1.National Electrical Code.2.State department of highway safety and motor vehicles regulations providing guidelines for set up of mobile homes.3.Such other codes, standards and requirements as are established by law.
d. All mobile homes, recreation vehicles and modular homes shall be skirted or have a completely enclosed foundation within 60 days of a permit being issued therefore pursuant to this article.
e. Any person or entity bringing a mobile home, recreation vehicle or modular home into the unincorporated areas of the county, or having caused the same to be brought into the unincorporated areas of the county, and any person or entity setting up or causing to be set up in the unincorporated areas of the county any mobile home, recreational vehicle or modular home shall have a copy of the permit issued under this article permanently and securely affixed in the window next to the front door of such unit.
f. All mobile homes, recreation vehicles and modular homes shall have one set of steps and landing that complies with the Standard Building Code.

(Ord. No. 98-002, § 3)

Sec. 54-63. - Permitting procedures for new and used units.

1. Prior to the issuance of a permit as required by this article, all new mobile homes, recreation vehicles and modular homes must comply with the following requirements:
   a) Must have septic tank permit/waiver from the county environmental health department or a city sewer permit.
   b) Must have a residential concurrency approval from the county planning and zoning division.
   c) Must pay applicable permit fees set forth in this article to the county building inspection division.

2. Prior to the issuance of a permit as required by this article, all used mobile homes, recreation vehicles and modular homes must comply with the following requirements:
   a) Must have septic tank permit/waiver from the county environmental health department or a city sewer permit.
   b) Must have a residential concurrency approval from the county planning and zoning division.
   c) Must pay applicable code compliance inspection and moving and set up permit fees.
   d) When mobile home is placed on approved property, the owner must request a code compliance inspection.
   e) All repairs to the mobile home must be completed within 45 days after code compliance inspection. Owner must furnish electrical power if necessary to perform repairs. The county will not allow electrical connections or temp poles for this portion of these repairs.

f) After completion of the repairs, the owner must request a reinspection of the mobile home.(7)Upon approval of the code compliance inspection, the owner must request a set up inspection as set forth in this article.

(Ord. No. 98-002, § 4)

Sec. 54-64. - Fees.

a. Prior to the issuance of a permit as required by this article, all mobile homes, recreation vehicles and modular homes must be inspected and approved by the county building official or his agent and must meet the standards set forth in this article.
b. Any person or entity seeking a permit as required by this article shall first pay to the county building official or his agent such fees for permitting and inspection as shall be established from time to time by resolution of the board of county commissioners.
c. The fees for code compliance inspection shall be as established by resolution of the board of county commissioners.
d. The moving setup permit fee shall be as established by resolution of the board of county commissioners.

(Ord. No. 98-002, § 5)

Sec. 54-65. - Display.

It shall be unlawful for any dealer of mobile homes, recreation vehicles or modular homes, or any transporter thereof to bring a mobile home, recreation vehicle or modular home into the unincorporated areas of the county for location, setup and/or residential occupancy unless the permit required under this article shall be displayed in the window next to the front door of the unit.

(Ord. No. 98-002, § 7)

State Law reference— Licensing of mobile home dealers, F.S. § 320.77; licensing of recreational vehicle dealers, F.S. § 320.771.

Secs. 54-66—54-100. - Reserved.

GADSDEN COUNTY MOBILE HOME INSPECTION REQUIREMENTS

BEFORE POWER CAN BE RELEASE:

SET BACKS

1. 35' FRONT, 10' BACK, 10' SIDE, 15' OTHER SIDE, 20' SIDE OF STREET, 30' FROM OTHER OCCUPIED STRUCTURES, 5' SEPTIC TANK AND DRAIN FIELD.

SITE

1. PROPERLY GRADED TO DIVERT WATER WAY FROM MOBILE HOME.

SANITATION SYSTEM

1. HEALTH DEPARTMENT'S "OK."
2. 4" SEWER LINE FROM THE MOBILE HOME TO THE TANK OR CITY SEWER. (WITH 4' CLEAN-OUT NOT MORE THAN 5' FROM M.H)
3. SEWER LINES UNDER M.H. MUST BE SUPPORTED AT ENDS AND EVER 48" THERE AFTER.

WATER SUPPLY

1. WATER SUPPLE CUT-OFF VALVE (3/4 MIN. SUPPLY, 12" DEEP).

POWER SUPPLY

1. 240 VOLT (100 AMP MINIMUM) POWER SUPPLY WITH DISCONNECT.
2. DISCONNECT CANNOT BE MORE THAN 30' FROM M.H.
3. POWER POLES CANNOT BE CLOSER THAN 5' TO M.H.
4. UNDERGROUND SERVICES CANNOT BE CLOSER THAN 3' TO M.H
5. 4 WIRE SUPPLE FROM DISCONNECT TO M.H. (18" DEEP IN CONDUIT, 24" DEEP IF DIRECT BURIAL CABLE)
6. METER BASE BETWEEN 5' AND 6' ABOVE GRADE.
7. 8' GROUND ROD (18" FROM POLE)

SET UP

1. INSTALLER'S DECAL (AFFIXED TO END OF M.H., NEXT TO HUD LABEL. DATED, DECAL # MUST MATCH PAGE 5 OF PERMIT APPLICATION)
2. SET-UP MANUAL ON SITE FOR INSPECTION (ON ALL HOMES 1996 AND UP, OLDER HOMES WITHOUT MANUALS CAN BE SET UP IN ACCORDANCE WITH F.S. CHAP 15-C1
3. STEPS, ALL DOORS (3 RISERS OR MORE REQUIRES HANDRAIL ON THE DOORKNOB SIDE, 36" PLATFORM REQUIRED ON DOORS THAT OPEN OUTWARD OVER STEPS, MUST BE WITHIN 7 3/4 " OF THRESHOLD

Gadsden County Building Division

Important Notice

ALL CONTRACTORS
HOMEOWNER CONTRACTORS MOBILE
HOME OWNER AND INSTALLERS

A CERTIFICATE OF COMPLICANFE FOR YOUR SEPTIC TANK/SYSTEM MUST BE ISSUED BY THE ENVIROMENTAL HEALTH DEPARTMENT BEFORE YOU CALL FOR A FINAL POWER OR C.O (CERTIFICATE OF OCCUPANCY) INSPECTION.

NO FINAL POWER AND/OR C.O INSPECTION WILL BE SET UP BY THE BUILDING DEPARTMENT BEFORE THE ENVIRONMENTAL HEALTH DEPARTMENT HAS SENT TO US A COPY OF THE SEPTIC COMPLIANCE.

PLEASE EXPECT AND PLAN IN ADVANCE, THE FINAL INSPECTION ON YOUR SEPTIC TANK BEFORE YOU CALL FOR FINAL POWER OR A CERTIFICATE OF OCCUPANCY INSPECTION FROM THE BUILDING DEPARTMENT.

FAILURE TO DO SO MAY DELAY YOUR GETTING FINAL POWER AND/OR CERTIFICATE OF OCCUPANCY.

FOR QUESTIONS:
HEALTH DEPARTMENT PHONE NUMBER: (850)875-7200
BUILDING DEPARTMENT NUMBER: (850)875-8665

GADSDEN COUNTY
SOLID WASTE SERVICES IMPORTANT NOTICE

ALL CONTRACTORS
HOME OWNER CONTRACTORS
MOBILE HOME OWNERS AND INSTALLERS

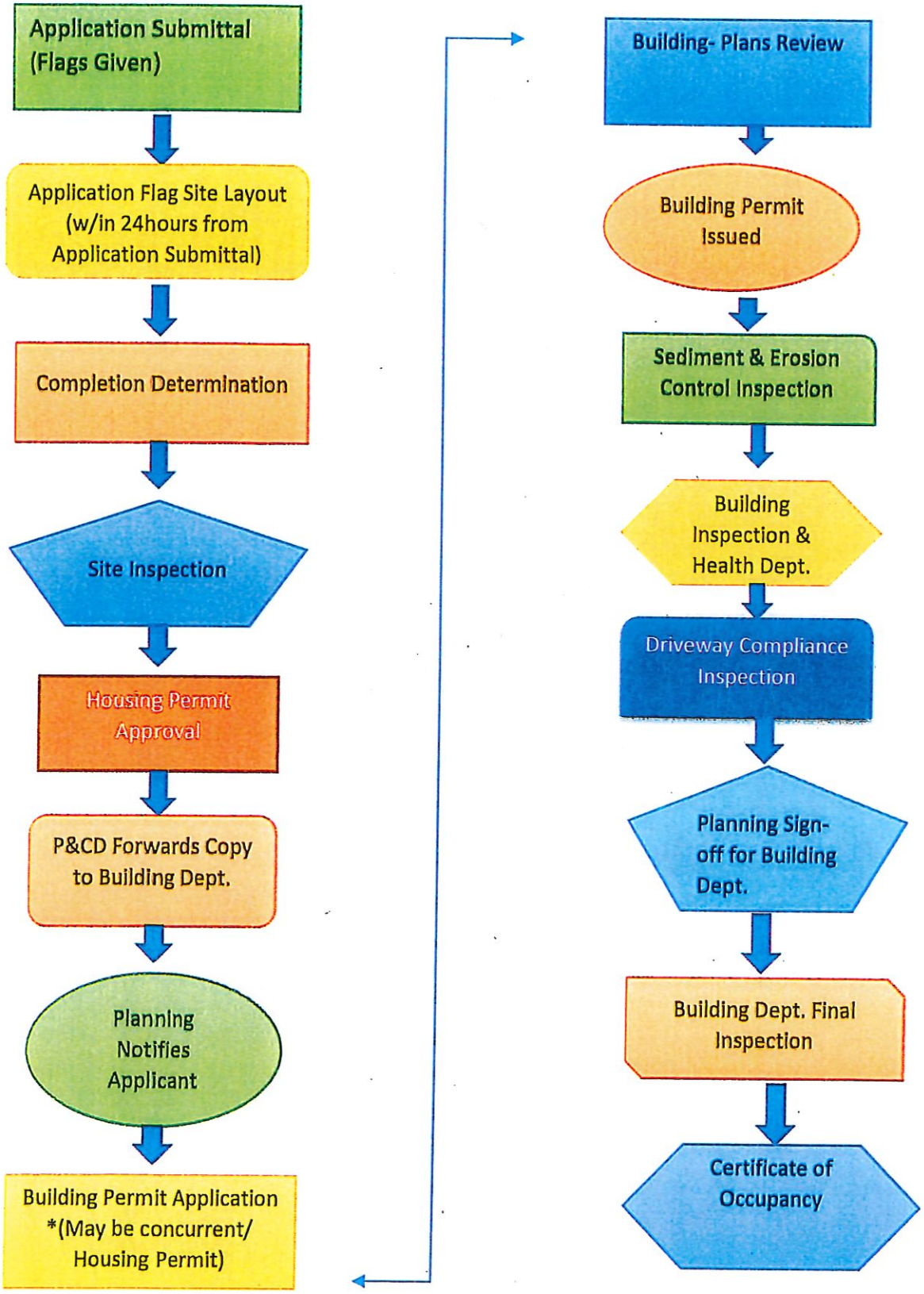
There are currently two methods for residential solid waste and recycling services in Gadsden County. Curbside pickup for trash and recycling is offered by Waste Pro USA at a monthly fee. The City of Quincy Byrd Landfill may be utilized if you prefer self-disposal of your solid waste at a fee per dumping.

FOR MORE INFORMATION CONTACT:

Gadsden County Building Department 1-B E. Jefferson St. Quincy, FL 32351 (850)875-8665	Waste Pro USA Services 264 Commerce Ln Midway, FL 32434 (850)561-0800	City of Quincy Byrd Landfill Site Selman Rd. Quincy, FL 32352 (850)875-8390

While it is not mandatory which service you use, please plan in advance of your final inspection (Certificate of Occupancy) the service you will use. Proof of service must be provided to the building Department Office before a Certificate of Occupancy is issued.

Housing permit process Summary*



*Summary Info Only. Assumes Complete Application & Approval. All applications must comply with the requirements of Gadsden County Comprehensive Plan & Land Development Code.