

# Manufactured Home Permit Checklist

## **Address**

If you do not already have an address for the location, you will need to obtain this from the BITS office (270-651-2145).

## **Plot Plan**

This is done by a licensed surveyor of your choice. This is to ensure you are within your property setbacks.

In order to be considered for a waiver, you will have to meet one of the following:

- \* Double the setback requirements
- \* Be subdivided prior to 1978 (to validate this, we must have either a deed or the original plat)
- \* Located on 10 acres or more

## **Septic Release**

This is done by the health department (270-651-8321 – option #3 “Environmental”).

If you are going to have sewer, we will need proof of sanitation for the location.

## **Electrician**

As a homeowner, you can do the work yourself.

If you are having a Kentucky state licensed electrician do the work, they physically must come in office to sign off on that portion of the permit.

## **FEE**

Fee is \$100 for a single wide and \$200 for a double wide. Fee is \$250 for a Modular Home.

## **C-I & B1 Seal**

A C-I (Certified Install) number will have to be given to us before our inspector can do the inspection. If the manufactured home is used a b-1 seal number given by the State will also need to be given to us before inspection.