



**CAMERON PARISH MANUFACTURED HOME CHECKLIST**  
**PHONE (337) 775-2800 FAX (337) 775-5535**

**PERMIT COST: \$30.00 (Accept Check, Money Order, Visa, or MasterCard)**

**Applicant/Owner Name:** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Location/Address of Property:** \_\_\_\_\_

**INFORMATION NEEDED TO OBTAIN MANUFACTURED HOME PERMIT:**

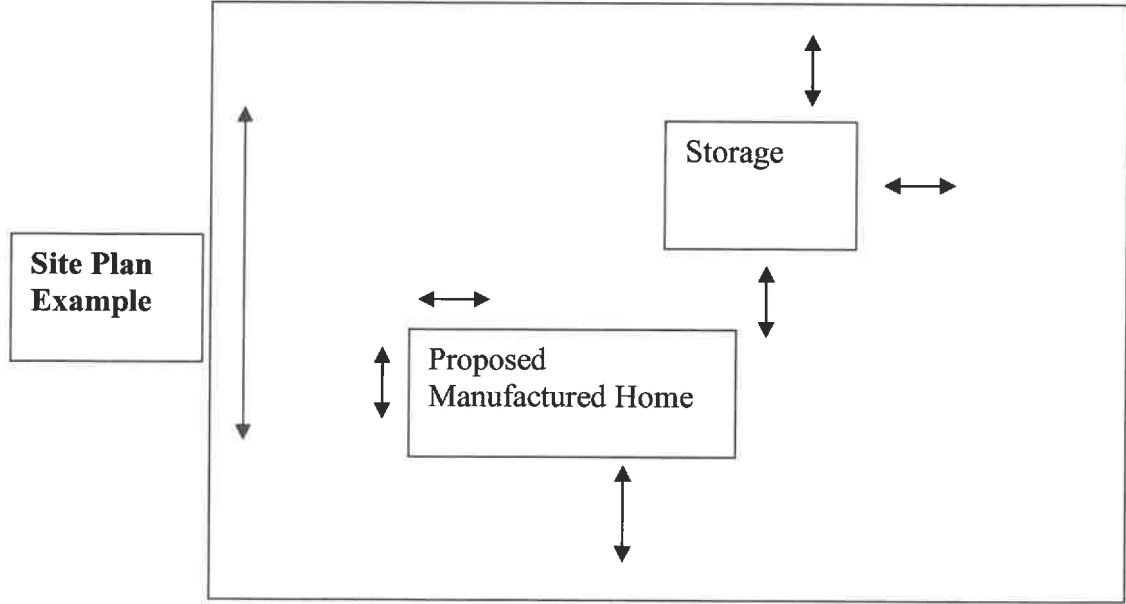
1.        **HEALTH UNIT APPROVAL** (337-775-5368) or Sewer District Letter
2.        **LAND VERIFICATION & PARCEL NUMBER / LEGAL DESCRIPTION OF PROPERTY** (i.e Filed Cash Deed, Abstract, Tax Assessment, Lease Agreement)
3.        **LENGTH AND WIDTH** \_\_\_\_\_ (i.e 14 x 80)
4.        **PROOF OF WIND ZONE RATING** must be 2 or 3 (title, copy of data plate, etc...)
5.        **COST of MANUFACTURED HOME \$** \_\_\_\_\_ (estimated)
6.        **SITE PLAN** (include all NEW and EXISTING structures and their distances from lot lines)
7.        **ELEVATION CERTIFICATE**, (2 year or newer), (Must be proposed structure location specific) **In A or AE Flood Zones the bottom of the longitudinal chassis frame beam, must meet the elevation requirement. In V or VE Flood Zones the bottom of the lowest horizontal structural member supporting the home must meet the elevation requirement.**
8.        **NEED CULVERT??** (        YES) – Public Works 337-775-5718 or 337-775-2602 (        NO) – [if along a state-maintained roadway, contact Department of Transportation and Development (DOTD) 337-437-9138 for permitting]

Will the manufactured home have **gas (natural or propane)** servicing the home? Circle YES or NO

**\*\*Placement of a USED (wind zone rated 1), relocated manufactured home will require proof of existence (within Wind Zone 2 Area) by way of a title, tax assessment or other proper documentation.**

**\*\*NOTE:** Check with licensed installer or Office of State Fire Marshal- Louisiana Manufactured Housing Commission (225) 362-5500 regarding State Regulations of installations in flood hazard areas-pads, piers, etc...

**\*\*NOTE:** An installation sticker from the Louisiana Manufactured Housing Commission (placed by an authorized licensed installer or homeowner), shall be affixed to the manufactured home within 10 days of installation.





## MANUFACTURED HOME INSPECTION REQUIREMENTS

**MANUFACTURED HOMES:** (call for inspection with your permit #)

1. The manufactured home is in place with wiring completed from service pole to MH & A/C disconnect (in conduit)

**\*\* Make application with your electrical service provider prior to placement of electrical service\*\***

2. Plumbing piping installed (to sewer system) and gas piping installed (if applicable)

3. Municipal Address posted (see below)

**MUNICIPAL ADDRESS:** \_\_\_\_\_

The Parish will assign a municipal address that must be displayed on the structure at the time of inspection. The house numbers must be made of permanent material and contrasting color, so that they can be easily seen (3 inches or taller **wood or metal numbers**). If the structure is set back more than **50 feet** from the street, put the numbers at the edge of the driveway on one of the following: **gate post, fence post, mailbox post (if located on the same side of the road)**, or other permanent structure **and** at the side of the front door.

**\*\*For Entergy customers, the address must be posted to connect utilities for electrical power.\*\***

5. Louisiana Manufactured Housing Commission "installation permit" sticker affixed to MH (*it is the responsibility of the "installer" to obtain & place this sticker as certification that proper appropriate installation standards have been adhered to.*)
6. Elevation Surveys (Required in A, AE, V, & VE flood zones)--- A Final elevation certificate shall be submitted prior to issuance of Letter of Occupancy.

**\*\* ALL machinery (eg. A/C, Sewer Pump Motor) servicing dwelling must also be at the lowest required base flood elevation\*\***

**\*\*Failure to comply with inspection requirements may result in assessment of fines!\*\***

**\*\*Electrical power will be released to utility company when inspection has been approved!\*\***

**\*\*I have read and understood the above information on inspection process:**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PERMIT OFFICIAL