



**CITY OF PALMETTO**  
**Building and Permitting Services Division**

**MANUFACTURED/MOBILE HOME PLAN REVIEW CHECK LIST**  
**(NEW CONSTRUCTION, ADDITIONS, & REMODELING)**

PERMIT NUMBER: \_\_\_\_\_ - \_\_\_\_\_

**Section I**

Y = Yes      N = No      N/A = Not Applicable

**SUBMITTAL REQUIREMENTS**

<i><b>SURVEY (Signed &amp; Sealed):</b></i>	Y	N	N/A	<i><b>PLANS/DRAWINGS:</b></i>	Y	N	N/A
Two (2) copies				Two (2) copies			
Lot elevations (corners, center & crown of road)				Signed & sealed (if needed)			
Flood zone & FPE indicated				Foundation plan			
<i><b>SITE OR PLOT PLAN:</b></i>				Anchoring plan			
Two (2) copies				Typical wall section(s) (if needed)			
Proposed structure/addition				Details (as necessary)			
Setbacks (front, rear & sides)				Flood openings details (A flood zones)			
Driveway & sidewalks shown				Breakaway wall details (V flood zones)			
FPE of proposed and/or existing structure/addition				Wind Zone			
<i><b>OTHER DOCUMENTS: (as required)</b></i>				Exterior Disconnect Location			
MCHD approval (if on septic system)				Miscellaneous			
Owner/Builder Disclosure Statement							
Substantial Improvement/Damage Application							
Notice of Commencement (certified copy)							

**Remarks:**  
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Reviewed by:	Date:
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**Section II**

A = Approved      C = Correction Necessary      N/A = Not Applicable

**MINIMUM CRITERIA (Section 106.3.5, FBC)**

	A	C	N/A	Code Reference
<b>1. Site Requirements</b>				
Set back/separation				LDC
Location of septic tanks				M.C. Health Department Regulations
<b>2. Structural</b>				
Wind zone				Chapter 16, FBC-B
Anchoring				See Approved Product List
Blocking				Rule 15C-1, FAC
Lateral bracing system				
<b>3. Accessory / Addition</b>				
Review per FBC-R checklist				

**Remarks:**  
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Reviewed by:	Date:
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