



# CALCASIEU PARISH PERMIT REVIEW CHECKLIST FOR MANUFACTURED HOMES



FOR MORE INFORMATION, CALL (337) 721-3600

ZONING CASE # \_\_\_\_\_  
(CHECK ZONING STIPULATIONS)

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

Name Utilities are in: \_\_\_\_\_  
Applicant/Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_  
LOCATION/ADDRESS OF PLACEMENT: \_\_\_\_\_

### DOCUMENTS NEEDED TO OBTAIN PERMIT FOR MANUFACTURED HOMES:

- INDIVIDUAL SEWER PERMIT** (337-721-4060 –Louisiana Dept of Health-LDH) or **SEWER DISTRICT** Letter or **CITY SEWER** Letter
  - LEGAL DESCRIPTION** (includes, but not limited to: **FILED CASH DEED, CURRENT TAX ASSESSMENT, or ABSTRACT**)
  - SITE PLAN** (Includes, but not limited to: location of all existing & proposed structures, building setbacks from property lines, driveways)
  - FEMA ELEVATION CERTIFICATE or FREEBOARD ELEVATION FORM** (showing ground & street centerline elevations)—\*\*\*\*ALL ZONES APPLY\*\*\*\*
  - PROOF of WIND ZONE 2 RATING** (copy of data plate, insurance document, etc...--when applicable)\*\* \*\*Placement of a **USED**, relocated manufactured home will require proof of previous location—which must be coming from a **Wind Zone 2** area.
- Proof** may be in form of: title, VIN document, transport document, or other proper documentation.

**OTHER PERMITS**

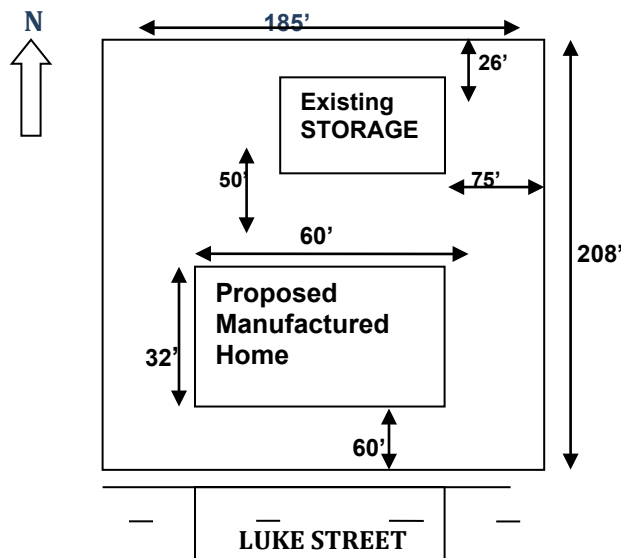
LENGTH & WIDTH ( \_\_\_\_\_ x \_\_\_\_\_ );    **COST of Manufactured Home** (estimated): \$ \_\_\_\_\_

**NATURAL GAS or PROPANE** servicing home??    \_\_\_ YES    \_\_\_ NO

**Need CULVERT???**    \_\_\_ YES    \_\_\_ NO (\$100.00—separate permit & fee)    \*\* [if located along a state maintained roadway, contact LA Dept of Transportation and Development for driveway permitting—337-437-9138]

**COST OF PERMIT: \$85.00 or \$115.00** (cash, check, credit/debit card accepted)

### SITE PLAN EXAMPLE



**NOTES**

\*\*The Parish **does not enforce subdivision restrictions**—please review all restrictions **prior to** obtaining a permit\*

\*\*Check with licensed installer or Louisiana **Manufactured Housing Commission** (225)362-5500 regarding State regulations of installations in Special Flood Hazard Areas—pads, piers, etc...

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

