



228 S. MASSACHUSETTS AVE.
 LAKELAND, FLORIDA 33801-5086
 863/834-6012
 TDD 863/834-8333

MOBILE HOME SETUP CHECKLIST

Revised 3/6/20

PLEASE INCLUDE THE FOLLOWING ITEMS IN THE ORDER SHOWN BELOW

<input type="checkbox"/> Mobile Home Setup Permit Application	Complete all information on the Mobile Home Setup Permit Application provided. If information requested does not apply to the construction being performed, insert "N/A" for "not applicable". <i>Electrical, Plumbing, and Mechanical Sub Contractors will be declared under the Mobile Home setup permit.</i> For further information or questions on the completion of the Mobile Home Permit Application, contact the Building Inspection Division at 863-834-6012 or buildinginspection@lakelandgov.net .
<input type="checkbox"/> Plot/Site Plans	The Site Plan must include proposed setbacks from the property line to all sides of the proposed structure. For further information on site plan requirements, contact Planning at 863-834-7526.
<input type="checkbox"/> Mobile Home Permit Worksheet	Include the City of Lakeland Permit Worksheet along with the permit package. Along with your permit package please make sure to include the Soil Test and the Manufacturers information on the brace.
<input type="checkbox"/> Notice of Commencement	Before you can obtain the first inspection, the Notice of Commencement Form must be submitted to the City of Lakeland Building Inspection Division if the project is over \$2,500.