

**RURAL SET**

**DELAWARE COUNTY  
APPLICATION FOR MANUFACTURED HOME  
LOCATED OUTSIDE OF MANUFACTURED HOME PARK  
4/26/2011**

Date \_\_\_\_\_ Application Number \_\_\_\_\_

Property Address \_\_\_\_\_

Park Name \_\_\_\_\_ Lot # \_\_\_\_\_

City/Village \_\_\_\_\_ Zip \_\_\_\_\_ Township \_\_\_\_\_

Owner Name \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Phone number for text message notification of inspection results (\_\_\_\_) \_\_\_\_\_ (not mandatory)  
Please specify what phone company you have \_\_\_ AT & T \_\_\_ Nextel \_\_\_ Sprint \_\_\_ T Mobile \_\_\_ Verizon

Description of work to be done \_\_\_\_\_

**Check all that apply:**

Manufactured Home,  Addition  Basement  Porch  Attached Garage

|  |                                     |
|--|-------------------------------------|
| Building size: Basement: _____ Sq. Ft. | Number of Bedrooms: _____           |
| First Floor _____ Sq. Ft.              | Number of Bathrooms: _____          |
| Garage _____ Sq. Ft.                   | Number of Masonry Fireplaces: _____ |
| <b>Total</b> _____ <b>Sq. Ft..</b>     | Number of Pre Fab Fireplaces: _____ |
| Deck _____ Sq. Ft.                     |                                     |
|  | Construction Cost \$ _____          |

**Electrical (Check all that apply):** \* Please note recent change to application; "sub panel" information now requested

\_\_\_ Temporary Electric Service \_\_\_ Permanent Service (if accessory building, alteration., etc.)

**Gas appliances (indicate number of site installed units)**

\_\_\_ Furnace \_\_\_ Water Heater \_\_\_ Cook Top \_\_\_ Clothes Dryer \_\_\_ Pre Fab Fireplace(s)  
\_\_\_ Range \_\_\_ Log Lighter(s) \_\_\_ Other (indicate) \_\_\_\_\_

**HVAC Equipment (indicate number of site installed units, other than gas units listed above):**

\_\_\_ Elect. Furnace \_\_\_ Air Conditioner \_\_\_ Heat Pump \_\_\_ Other (indicate) \_\_\_\_\_

**Do floodplain regulations apply?** Yes \_\_\_ No \_\_\_

List the installer or installers by name and license numbers (use area provided below or attach separate list to application)

**Installer's Name:**

**Installer's OMHC License Number:**

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

**1.) Submittal Requirements**

- a) \$25.00 application fee due at time of submittal (non-refundable)
- b) Certified house number (for new homes)
- c) Copy of zoning permit (required at time of application (DC400 (3)))
- d) Drainage permit (5 acres or more) or DESC permit (less than 5 acres)
- e) Two (2) plot plans showing location of structure and driveway. (If required by subdivision, the plot plan must indicate approved finish grade or finished floor elevation and proposed grading plan.)
- f) Copy of septic permit for a new house or an alteration of the septic system; or approval letter if not on public sewer for an addition or alterations; (required at time of application (DC400 (3)))
- g) Two (2) sets of building plans which must include copies of the floor plan and foundation design details. These may include designs contained in the Ohio Manufactured Homes Commission (OMHC) home manufacturer's standard, or prepared by the manufacturer's Design Approval Primary Inspection Agency (DAPIA), or those prepared by an Ohio registered engineer or architect.
- h) Installation instructions for the manufactured home, tie downs, anchors; plumbing, mechanical, gas, electrical system details, and for any devices or proprietary systems used during the installation or for other equipment or devices installed shall be submitted for approval and made available on the job site at the time of inspection.
- i) If applicable plans shall also include in detail, all proposed on-site work, such as garages, porches, or any alterations or additions included in the project. All on-site work not covered under the authority of the OMHC shall be constructed per the 2006 Residential Code of Ohio.

**2.) Fees**

**Application:**  
\$25 (non-refundable)

**Plan Review:**  
\$25 + \$1/100 sq. ft.

**Building:**  
\$75 + \$5/100 sq. ft.

**Electric:**  
\$40 + \$3/100 sq. ft.  
\$ 35.00 - Permanent service

**OMHC Inspection Seal:**  
\$100.00

**If applicable also include:**

**Heating:**

\$25 + \$2/100 sq. ft.  
\$25/heating unit  
\$15/cooling unit

**Gas Piping:**

\$50 + \$10/appliance

**3.) Inspection Process**

**a) For Manufactured Home**

**Footing** Inspection of the footing shall be made after the footing excavations have been excavated to solid ground and any required reinforcing steel has been placed and prior to the placement of concrete.

**Electric Service** Electrical service inspection shall include, but not limited to, system inspections for connections, joining and for work performed on-site during an installation.

**Building Final** Final inspection shall be made after all of the permitted work is completed and prior to occupancy of the unit. OMHC inspection forms for Plumbing Testing and Gas System Testing shall be completed by the contractor who installs the work and provided to the inspector at time of final inspection.

**b) Inspections for all on-site work not covered by OMHC rule shall be per the requirements of the 2006 Residential Code of Ohio.**

**OCCUPANCY OF A STRUCTURE BEFORE AN OMHC INSPECTION SEAL HAS BEEN PLACED IS NOT PERMITTED PER CHAPTER 4781 AND SECTION 4781-7-01(K) OF THE OHIO REVISED CODE**

Certification: I hereby certify that the proposed work is authorized by the owner of record, and that I have been authorized by the owner to make this application as his authorized agent and agree to conform to the regulations and all applicable codes and laws of the State of Ohio and the County of Delaware.

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Print or type name here

\_\_\_\_\_  
Date

Phone: (\_\_\_\_\_)\_\_\_\_\_