

For Mobile Home Permit-Village of Parks city limits only  
Moving Mobile Home onto private property

911 address  
cash sale  
plat  
Site plan

Please have proper paperwork before coming in

For 911 address, you can contact Sheriff's Sub Station @394-2800 and have them fax a copy at 845-4377

If this is family property, we need proper documentation saying you have access to the property (will, deed, or document with owner's signature saying you have access to property and notarized)

For site plan, draw a "map" of how the mobile home will be placed on the property along with any other dwelling on the property (shop, building, etc) along with the dimensions of the property

Permit will be given at Parks City Hall once all paperwork is turned in and fees are paid

Parish doesn't require runners or dirt pad  
If you do have a dirt pad, Fire Marshall requires it to be turtle backed, 10ft on each side

As per Ordinance, mobile homes cannot be older than 15 yrs, permit will be denied if older

If installing skirting, wait until inspection is passed

At this time, we only take cash, check, or money order as payment

\*\*Permits are good for 180 days from date given

\*\*\*Customer contacts Cooney when residence is move in ready, before you move in

# VILLAGE OF PARKS

## MOBILE HOME PERMIT

PERMIT DATE: \_\_\_\_\_

Permit #: \_\_\_\_\_

Applicant: \_\_\_\_\_

Project Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Utility Company: \_\_\_\_\_

Cost of Construction: \$ \_\_\_\_\_

Construction Type: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Central Air: \_\_\_\_\_

Size (L X W): \_\_\_\_\_

Flood Zone: \_\_\_\_\_

Elevation Certificate Attached: \_\_\_\_\_

Parcel #: \_\_\_\_\_

Year of Mobile Home: \_\_\_\_\_

Mobile Home Electric	\$50.00
Electric Temp Pole	\$50.00
Electrical Totals	\$100.00

Mobile Home Water Conn	\$50.00
Mobile Home Sewer Conn	\$50.00
Plumbing Totals	\$100.00

A/C Mobile Home	
Mechanical Totals	\$50.00
	\$50.00

Fee Totals	\$250.00
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To schedule an inspection, please call  
Building Code Inspection Services @  
(337)886-6069.

Installer: \_\_\_\_\_

Who's moving mobile home

\_\_\_\_\_  
Building Permit Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor/ Owner

\_\_\_\_\_  
Date

# SITE PLAN

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Phone#: \_\_\_\_\_

Approval: \_\_\_\_\_

