



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

MOBILE HOME SETUP CHECKLIST

Revised 10-1-11

PLEASE INCLUDE THE FOLLOWING ITEMS IN THE ORDER SHOWN BELOW

<input type="checkbox"/> Building Permit Application <input type="checkbox"/> Electrical Permit Application <input type="checkbox"/> Plumbing Permit Application <input type="checkbox"/> Mechanical Permit Application	<p>Complete all information on the Building Permit Application in the spaces provided. If information requested does not apply to the construction being performed, insert "N/A" for "not applicable". An Electric Permit, Plumbing Permit and Mechanical Permit will be required also. For further information or questions on the completion of the Building Permit Application, contact the Permitting Division at 863-834-6012 or buildinginspection@lakelandgov.net.</p>
<input type="checkbox"/> Plot/Site Plans	<p>The Site Plan must include proposed setbacks from the property line to all sides of the proposed structure. For further information on submittal requirements, contact Site Compliance at 863-834-8206.</p>
<input type="checkbox"/> Mobile Home Permit Worksheet	<p>Include the City of Lakeland Permit Worksheet along with the permit package.</p>
<input type="checkbox"/> Notice of Commencement	<p>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.</p>
<input type="checkbox"/> Customers Please Send	<p>Questions, comments and suggestions for this checklist to buildinginspection@Lakelandgov.net. We will update this list periodically.</p>