



Mahon Services
P.O. Box 281 Philo, OH 43771
(740) 868-9386
mathew@mahonservices.com

Manufactured Home Installation Permit Application

PLEASE PRINT OR TYPE

PERMIT #: _____

Interested Parties Information

1. Manufactured Home Owner

Name: _____

Current Street / Mailing Address: _____

City, St Zip: _____ Phone#: _____

Email Address: _____

2. Property Owner

Name: _____

Current Street / Mailing Address: _____

City, St Zip: _____ Phone#: _____

3. Individual responsible for submitting this permit & calling for inspections

Name: _____

Current Street / Mailing Address: _____

City, St Zip: _____ Phone#: _____



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Installers Information

1. Installer (s): *Homeowner may conduct installation only if they own both the home and the property.*

1a. Homeowner

I agree that I have read and understand section 4781-6 of the OAC Installation Standards-

Responsibility: Footer- Site Grading- Block- Transport-
 Setup- Electrical- Plumbing- Gas-

1b. Name: _____ License#: _____

Current Street / Mailing Address: _____

City, St Zip: _____ Phone#: _____

Email Address: _____

Responsibility: Footer- Site Grading- Block- Transport-
 Setup- Electrical- Plumbing- Gas-

1c. Name: _____ License#: _____

Current Street / Mailing Address: _____

City, St Zip: _____ Phone#: _____

Email Address: _____

Responsibility: Footer- Site Grading- Block- Transport-
 Setup- Electrical- Plumbing- Gas-



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Home Information

1. Manufacturer: _____ Date of Manufacture: _____

Serial#: _____ HUD#: _____ Thermal Zone: _____

New Install-

Relocate-

Roof Pitch: _____

2. Inspection reference used:

Manufacturer's Installation Instructions-

Ohio Manufactured Home Installation Standard-

Site Information

1. Located in MH Park? Yes- No- Park Name: _____

2. Is this in an incorporated City/Village? Yes- No- City/Village Name: _____

3. Flood zone Yes- No- If yes refer to the Flood Hazard Area Permit Instruction.

7. Street Address of Installation: _____

City, St Zip: _____ County: _____



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Electrical Service Information

1. Service Type:

Overhead-	Underground-	Pole Mount-	House Mount-
Pedestal-			
Park Pedestal Existing:	Yes-	No-	
Other Service Existing:	Yes-	No-	
Power On:	Yes-	No-	

2. Service Amperage:

100amp- 200amp- Other _____

3. Electrical Service Company: Name _____ Work Order # _____

4. Electrical Service Drawing:

- Electrical Service Installed per Permit Inclusion Example Guide (Pole Mount)
- Electrical Service Installed per Permit Inclusion Example Guide (House Mount Overhead Feed)
 - Permitted on Doublewides with OSB sidewall only
- Electrical Service Installed per Permit Inclusion Example Guide (House Mount Underground Feed)
 - Permitted on Doublewides with OSB sidewall only
- Electrical Service Installed per Permit Inclusion Example Guide (Pedestal)
- Electrical Service Existing Park Pedestal (Drawing not required)
- Other Method (Attached Drawing Required)



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Foundation Design Information

Home Information:

Length-_____ Width-_____

Sidewall Opening Support Method:

Pier- Outrigger-

Soil Bearing Information (per Enclosure 1 **Soil Classification Table 2.1 of 4781-6- 03.2**):

Soil Classification for foundation-_____

Penetrometer Reading-_____ N/A Alternate Method Used-

Blow Count-_____ N/A Alternate Method Used-

Foundation design based on spoil description per **Soil Classification Table 2.1 of 4781-6- 03.2**

(See Table in Permit Inclusion Example Guide or the OAC)

Foundation design based on class three soils per manufactures installation manual-

Foundation design based on soil records- Indicate Source-_____

Soil Classification for anchors-_____

Torque Probe Reading-_____ N/A Alternate Method Used-

Foundation design based on soil description per **Soil Classification Table 2.1 of 4781-6- 03.2-**

(See Table in Permit Inclusion Example Guide or the OAC)

Foundation design based on class three soils per manufactures installation manual-

Foundation design based on soil records- Indicate Source-_____



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Footing Design Information

Slab:

Minimum Slab Thickness-_____ Length-_____ Width-_____

Thickness at main I-Beam piers-_____ Length-_____ Width-_____

Thickness at mate line piers-_____ N/A- Length-_____ Width-_____

Thickness at sidewall piers-_____ N/A- Length-_____ Width-_____

Ribbon:

Minimum Ribbon Thickness-_____ Length-_____ Width-_____

Thickness at main I-Beam piers-_____ Length-_____ Width-_____

Thickness at mate line piers-_____ N/A- Length-_____ Width-_____

Thickness at sidewall piers-_____ N/A- Length-_____ Width-_____

Pad:

Type-

Round- Square- Engineered- Poured Concrete-

Size-

Main I-Beam:	Length-_____	Width-_____	Diameter-_____	Depth-_____
Mate Line:	Length-_____	Width-_____	Diameter-_____	Depth-_____
Sidewall:	Length-_____	Width-_____	Diameter-_____	Depth-_____

ABS Pad:

Brand-_____ Size: Length-_____ Width-_____

Install Type per Pier: Multi Pad- Single Pad-



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Tie Down Design Information

Tie Down Information:

Earth Anchor: Not Applicable Alternate Tie Down System-

Anchor Length-_____ Number of Anchors-_____

Anchor Spacing-_____ Strap on four corners for alternate tie down systems-

Type: Double Head- Double Head Double Helix- Deep Set Anchor Stabilizer-
 X Plate- Cross Drive Rock-

Concrete Set Anchor:

Type: J Rod Concrete- Concrete Expansion Bolt-

Concrete Dimensions At Anchors: Length-_____ Width-_____

Diameter-_____ Depth-_____

Stabilizer Plate Type: Not Applicable (alternate tie down system or concrete set anchors)-

Earth Anchor Stabilizer- Deep Set Anchor/Stabilizer- ABS Stabilizer-

Quick Set Stabilizer- X Plate-

Alternate Tie Down System:

Type: XI2 Ground System- XI2 Concrete System-
 Minute Man Ground System- Minute Man Concrete System-
 Welded to Steel Cross Beams- Nailed Down Perimeter-
 Bolted Down Reinforced Piers-



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Pier Design Information

Pier Type: Block- Manufactured-
 Steel I Beam- Beam Supported By: Steel Post- Reinforced Block-

Shim/ Spacer Type: Hardwood- ABS- Steel-
 Treated- (Treated wood may not come in contact with steel)

Block Pier Information: Dry Stack- Mortared- Reinforced-

Manufactured Pier Information:

Brand-_____ Height-_____ Head Type-_____



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Attachments

Note: All attachments are required! For examples see the Permit Inclusion Example Guide

1. Site Plan - Site plan must include the following information:

- Size and location of the manufactured home and existing structures on the site
- Distances from lot lines & road to the home
- North Arrow
- In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site

2. Foundation Design – The foundation design must include the following information:

- Completed foundation & footing design information sheet in application
- Frame Width
- Pier Blocking Diagram- (Diagram must include)
 - Block pier layout with position dimensions
 - Footing size and locations with dimensions
 - Footing thickness changes if not uniform

3. Tie Down Plan- The tie down plan must include the following:

- Completed tie down information sheet in application
- Tie Down Diagram- (may be included on Pier Blocking Diagram)
 - Layout of tie down locations with dimensions

4. Mate Line Side View- Required for multi section homes without the factory foundation design. Must Include:

- Drawing showing side view of mate line with all wall and opening dimensions

5. Electrical Service Drawing-

- Must be installed per method marked on Electrical Service Information Sheet or attach drawing.



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CERTIFICATION: (Ohio Rules 4781) **ALL PERMITS SHALL EXPIRE SIX MONTHS FROM THE DATE OF ISSUE**

I fully understand that no excavation, installation, or structural, alteration, electrical, or mechanical installation or alteration of any manufactured home, or part thereof and no use of the above shall be undertaken or performed until the permit applied for herein has been approved and issued by the authority having jurisdiction.

I hereby certify that I am the owner of the named property, or 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/her authorized agent and I agree to conform to all applicable laws of the jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of this code(s) applicable to such permit.

Homeowner / Authorized Representative Signature: _____

Printed Name: _____

Title: _____ Date: _____

PLEASE NOTE: There are 3 inspections required:

- Footer inspection:** This is either an open-hole inspection of forms and reinforcement, if required, or an inspection to determine if re-use of existing foundation is appropriate for the home being installed. Call for the footer inspection **BEFORE** placing or pouring concrete.
- Electric Service Inspection**
- Final Inspection**

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Permit Application # _____

Seal # _____

Date Received _____

Date Approved _____

Date Completed _____

