

WASHINGTON COUNTY BUILDING & DEVELOPMENT SERVICES

1 GOVERNMENT CENTER PLACE, SUITE A
ABINGDON, VA 24210

Manufactured Home Permit Application

Applicant Information:

Name: _____ Phone Number(s): _____

Mailing Address: _____

Email: _____

Owner Information:

Name: _____ Phone Number(s): _____

Mailing Address: _____

Email: _____

Site Information:

Job Site Address: _____

Tax Map #: _____ Mobile Home Park Name (If applicable): _____

Manufactured Home Information:

Type of Home: Doublewide Singlewide RV
Placement Type (Check all that apply): New Home Used Home Replacement

Manufacturer: _____

Year: _____

HUD Label #: _____

Model #: _____

Description of Work:

Manufactured Home Details:

Number of Bedrooms: _____ Number of Full Baths: _____ Number of Half Baths: _____

Water Source: Public Well Spring

Sewage: Public Septic System Electrical Service: AEP BVU BTES

Heat Type: Heat Pump Gas Wood Stove Other: _____

Foundation Type: Piers Slab Crawl Basement

Total Living Area: _____ sq. ft. Building Height: _____ ft.

Number of Decks: _____
1) Deck Area: _____ sq. ft.
2) Deck Area: _____ sq. ft.
3) Deck Area: _____ sq. ft.

Number of Covered Porches: _____
1) Covered Porch Area: _____ sq. ft.
2) Covered Porch Area: _____ sq. ft.
3) Covered Porch Area: _____ sq. ft.

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Total Estimated Cost of Manufactured Home Project: \$ _____

This estimated cost shall include cost of the home, transport, setup, decks, covered porches, and any additional work that relates to the home.

Manufactured Home Transporter:

Contractor/Business Name: _____ Phone Number: _____

Address: _____

VA License Number: _____ Expiration Date: _____

Electrical Contractor:

Contractor/Business Name: _____ Phone Number: _____

Address: _____

VA License Number: _____ Expiration Date: _____

Plumbing Contractor:

Contractor/Business Name: _____ Phone Number: _____

Address: _____

VA License Number: _____ Expiration Date: _____

Mechanical Contractor:

Contractor/Business Name: _____ Phone Number: _____

Address: _____

VA License Number: _____ Expiration Date: _____

Covered Porch(es) and/or Deck(s) Contractor:

Contractor/Business Name: _____ Phone Number: _____

Address: _____

VA License Number: _____ Expiration Date: _____

Estimated Cost of Covered Porch(es) and/or Deck(s): \$ _____

Land Disturbance over 10,000 sq. ft.? Yes No

I hereby certify that I am the owner of the record herein described property, or that the proposed work has been authorized by the owner of record and that I have been authorized to make this application as a designated agent. I agree to conform to all applicable state and local regulations, rules, and policies and such shall be deemed a condition entering into the exercise of the permit. In addition, if a permit is issued, I certify that the code official or his authorized representative shall have the authority to enter the area(s) described herein at any reasonable hour for the purpose of enforcing the provisions of the applicable code(s).

Applicant: _____

Date: _____

FOR COUNTY USE ONLY:

PERMIT NUMBER: _____ DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____
BUILDING PERMIT FEE \$ _____ ZONING COMPLIANCE FEE \$ _____ TOTAL FEE AMOUNT \$ _____
PARCEL ZONING: _____ FH DISTRICT: _____ AIR SAFETY DISTRICT: _____ MAG. DISTRICT: _____



Required Submittal Documents for New Construction

- **Virginia Department of Health Septic System Approval where no public sewer service is available or proof of connection to public sanitary sewer service.**
 - Approval from the Department of Health may be in the form of a Septic System Construction Permit or a Safe, Adequate, and Proper Determination (if using existing septic system).
 - **Virginia Department of Health, Environmental Services Division**, 15068 Lee Highway, Bristol, VA 24202, (276) 676-5474
 - Proof of connection to public sanitary sewer service may be a receipt and/or application for service or other documentation from the service provider.
 - **Washington County Service Authority**, 21522 Regal Drive, Abingdon, VA 24211, (276) 628-7151
 - **Town of Abingdon**, 133 West Main Street, Abingdon, VA 24210, (276) 628-3167

- **Virginia Department of Health Well System Approval where no public water service is available or proof of public water connection.**
 - Well system information may be obtained from the Virginia Department of Health.
 - **Virginia Department of Health, Environmental Services Division**, 15068 Lee Highway, Bristol, VA 24202, (276) 676-5474
 - Proof of connection to public water service may be a receipt and/or application for service or other documentation from the service provider.
 - **Washington County Service Authority**, 21522 Regal Drive, Abingdon, VA 24211, (276) 628-7151
 - **Town of Abingdon**, 133 West Main Street, Abingdon, VA 24210, (276) 628-3167

- **Virginia Department of Transportation Approval**
 - Approval may be in the form of an Entrance Permit, Existing Driveway Letter, or Non-State Maintained Right-of-Way Letter.
 - **Abingdon Residency**, 700 East Main Street, Abingdon, VA 24210, (276) 676-5582
 - **Lebanon Area Residency**, Building 938, North Highway 71, Lebanon, VA 24266, (276) 889-7600

- **Proof of Ownership**
 - A landcard will be obtained from the County GIS upon submission of permit application. The Permit Technicians will notify applicant at that time if any additional documentation is needed.

- **Site Plan and Zoning Approval (if applicable)**
 - Site plan will need to include proposed location of the structure along with distances to the adjoining property lines.
 - **Washington County Zoning Department**, 1 Government Center Place, Suite A, Abingdon, VA 24210, (276) 525-1391
 - **Town of Damascus**, 208 West Laurel Avenue, Damascus, VA 24236 (276) 475-3831
 - **Town of Glade Spring**, 113 E. Glade Street, Glade Spring, VA 24340 (276) 429-5134

- **Construction Plans**
 - If submitting hard copies of the construction plans, **two** copies are required.
 - Electronic submission is also available. Please contact the Permit Technicians for more information.