

**CITY OF ABBEVILLE**  
**REQUIREMENTS FOR MOBILE HOMES**

**NO MOBILE HOME MAY BE PERMITTED WITHIN THE SMART ZONE OR ANY SUBDIVISION OR NEIGHBORHOOD THAT RESTRICTS MOBILE HOMES. RESTRICTIONS CAN BE OBTAINED FROM THE CLERK OF COURTS OFFICE.**

**BEFORE PERMITS CAN BE ISSUED:** -Receive approval from Mayor  
-Inspection of Premises form attached must be brought to Primeaux & Assoc. Before trailer is moved onto property it must be Inspected to meet the following: **See Sec. 11-41 attached for setback equirements**

**FURNISH CITY WITH THE FOLLOWING WHEN APPLYING FOR PERMIT:**

- **For New Mobile Homes-** bring in copy of Data Sheet with the HUD ID Label Number on the sheet and a copy of floor plans from the manufacturer (mobile home dealer)
- **For Used Mobile Homes-**bring in copy of Bill of Sale, Title or Act of Donation. All information on Data sheet  
(found in cabinet, under sink, etc) and/or MFG American National Standard Verification Label(found on label located on frame or tongue of mobile home, etc) This information verifies building period meets the standard of mobile home: fire, wind, etc.  
**NOTE:WITHOUT THIS INFORMATION, THE INSPECTOR CANNOT VERIFY PROPER ZONING AND THEREFORE A PERMIT SHALL NOT BE ISSUED.**
- **Plat of Property -** If you don't have one, it can be obtained at the Clerk of Court's Office, 1<sup>st</sup> floor Of the Court House, (337)898-1992.
- **Address -** If you don't have one, it can be obtained by contacting the City's permit Department At (337)898-4213.

**PLEASE DISPLAY ADDRESS ON MOBILE HOME AS SOON AS IT IS PLACED ON PROPERTY.**

**See Sec. 5-11 to 5-17 ( in permit office)**

- **Elevation Certificate-** If trailer is in flood zone, contact Licensed Engineer for letter of elevation. Listed below are local Engineers:

- Langlinais,LeBlanc & Assoc. 893-7643
- Primeaux & Assoc. 893-8397
- Sellers & Assoc. 893-2808

**(A final elevation certificate will be required for a Certificate of Occupancy)**

- **Cost of Permit –** is determined by the cost of New or Used mobile home.  
**PERMITS REQUIRED;** **MOVING PERMIT** to be purchased by mobile home mover at cost of **\$35.00**.Additional **\$25.00 per man per hour** for police officers required. Additional **\$200.00** is required if electrical crew assistance is needed. Home mover must have a copy of license from State of Louisiana on file in this office before permit can be issued.

**BUILDING PERMIT** to be purchased by mobile home owner. Cost of Permit is based on the cost of mobile home.

**ELECTRICAL PERMIT** to be purchased by Licensed Electrician for new service or upgrade. Electrician must also fill out Electrical Inspection form once work is complete.

**Contact City to inspect before electricity can be connected.**

**\*SEE DIAGRAM FOR PROPER POLE INSTALLATION.**

**WATER & SEWERAGE PERMITS** to be purchased by State Licensed Plumber for each new service or tie in.

No water meter will be installed and no service will be connected until the following is installed:

- Shut Off valve in accordance with (Sec. 610.1 in permit office)
- Sewer clean out in accordance with (Sec. 710.2.2-710.2.4 in permit office)

**Contact City to inspect plumbing before work is covered**

**INSPECTIONS REQUIRED:**

Two Inspections are required by the 2009 Wind & Flood Bldg Codes:

- PLUMBING INSPECTION
- ANCHORING INSPECTION

(These inspections are to be done by City's Inspector (Richard Primeaux) & turned in to Permit Department) **INSPECTION FEE OF \$220.00 MUST BE PAID AT THE TIME THE BUILDING PERMIT IS ISSUED.**

**\*\*\*NOTE: RESPONSIBILITY OF HOME OWNER TO CONTACT INSPECTOR FOR THESE INSPECTIONS\*\*\***

-City Plumbing Inspector must inspect water & sewerage work and Anchorage of the mobile home (See Sec 11-42

Attached).

-Electrical Inspector must inspect electrical work before electric service Can be given.

**AFTER ALL OF THE ABOVE ARE TAKEN CARE OF, THE ORDER CAN BE APPROVED FOR LIGHTS AND WATER TO BE CONNECTED.**

Please contact Permit Department if any questions at (337)898-4212 or (337)898-4213.(Permit Hours: 8:30-4:00)

**NOTE: \*IF MOBILE HOME REQUIRES REMODELING, ALL LOUISIANA STATE UNIFORM CONSTRUCTION CODES MUST BE FOLLOWED.**

**\*NO MOBILE HOME OVER 15 YEARS OF AGE MAY BE PERMITTED WITHIN THE CITY LIMITS OF ABBEVILLE UNLESS ALREADY LOCATED IN CITY. (Sec. 11-40attached)**

- NO MOBILE HOME MEASURING LES THAN 14' IN WIDTH BY 65' IN LENGTH, AND NO
- MANUFACTURED HOME CONTAINING LESS THAN 700 SQ. FT. MAY BE TRANSPORTED OR RELOCATED WITHIN THE CITY LIMITS. (

Sec.11-40 attached)

**\*ONLY MOBILE HOMES MAY BE PERMITTED – CAMPERS & CAMPER TRAILERS WILL NOT QUALIFY. (Sec. 11-9 attached)**