

TOWN OF NEWARK VALLEY

APPLICATION FOR MANUFACTURED HOME PERMIT

Received by: CEO CLERK _____

Permit No. ____ - ____

Amount Paid \$ 100.⁰⁰ Paid in full

Tax Map No. ____ - ____ - ____

Date ____ / ____ / ____

1. Applicant: Name _____ Current Address _____
_____ Phone (____) ____ - _____

2. Location: (Park Name or Address) _____

3. The premises is owned by Applicant _____

4. The manufactured home for which the permit is sought will be used for Residential or Commercial purposes.

5. If commercial describe the use which will be made of the manufactured home _____

6. If residential, how many families will occupy the manufactured home? ____ Number of bedrooms? ____

7. Length of manufactured home _____ft. Width of manufactured home _____ft

8. Is the manufactured home located on a corner lot? Yes No

9. What is the road frontage? _____ft. Name of road the frontage is on? _____

10. What is the depth of the lot? _____ft. How many acres? _____acres

11. If commercial, are any signs to be placed on the manufactured home or lot? Yes No N/A

12. The distance the manufactured home will be from the center line of the road will be _____ft. (Must be 60' or more)

13. The frontage of the property is on a Town County or State road?

14. The left side of the manufactured home will be _____ft. from the left lot line.

15. The right side of the manufactured home will be _____ft. from the right lot line.

16. Two copies of a lay out or plot plan are required. The plot plan will include: all dimensions showing the lot size, the manufactured home with foundation, well and septic location. The distance between the septic and well. The distance the septic and well are from the boundaries. Any proposed or existing decks, outbuildings, pools, streams, or natural formations. A good example of this is located online on our town code page - www.townofnewarkvalley.com

17. Submit with this application, a foundation plan. This can be supplied by your manufactured home retailer. A copy of

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the installation manual, or pages copied from it that show the correct installation procedure for your make and model of home. This plan shows in detail the construction of pillars, slab, or modular slab foundation. It also shows the location of hurricane tie downs.

18. Are you using an existing septic system? Yes No If you are installing a replacement home, does the new home have the same number of bedrooms as the previous home? Yes No N/A If you are not using an existing septic system and installing a new septic system, then you must hire a professional engineer or architect to draw up the plans. The plans will show the proper size, location, well location, and be stamped by the engineer/architect. Your engineer/architect will inspect the work and submit upon completion to the Code Enforcement Officer a statement on his/her letterhead that the work is completed to code.

19. The cost of the manufactured home is estimated at \$ _____ and the year is _____.

20. The sellers name is _____. Either you or they must provide a certified manufactured home installer to supervise the installation. The name of your certified manufactured home installer is _____.

21. Will the home be located in a flood plain or flood way? Yes No If yes, a flood plan permit will be required.

Signature of Applicant _____ Dated ____/____/____

Signature of Supervisor _____ Date of Action ____/____/____

Signature of Town Clerk _____ Action by the Board ____/____/____

Applicant's checklist for Town Council approval –

Application completed.

Water and septic – New Septic System plans stamped by a Professional Engineer, or Architect.

OR

Using and existing well or septic

Plot plan of the property with dimensions between all buildings, well, septic, boundaries, etc.

Basement, Slab, or Pillar plan. (a slab or pillar plan is usually available for free from the manufacturer)