

## St. Bernard Parish Government

Department of Community Development  
8201 West Judge Perez Drive  
Chalmette, LA, 70043  
Office: 278-4310 Fax: 278-4298



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## MANUFACTURED HOME PERMIT CHECKLIST

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### **THE FOLLOWING IS REQUIRED TO BE SUBMITTED PRIOR TO PLACING A MANUFACTURED HOME ON PROPERTY:**

1. Completed application
2. Copy of recorded titles
3. Site plan showing placement of manufactured home on lot with dimensions of structure and distances to all property lines
4. Manufacturer's specifications showing wind zones

### **METER RELEASE REQUIREMENTS FOR PERMITTED MANUFACTURED HOMES**

Please read carefully:

1. All electrical, plumbing, and gas work must be filed by a St. Bernard Parish Licensed Electrician, Plumber and Gasfitter. The work must be inspected and approved by this Department before any meters are released.
2. An original flood elevation certificate must be submitted for the new manufactured home prior to final release of any meters. No copies or faxes will be accepted.
3. For property utilizing a septic tank, a final letter of approval from the State Health Department must be submitted prior to release of any meters.
4. For property utilizing public sewerage, a St. Bernard Parish Licensed Plumber must file for the sewerage hook-up. The hook-up must be inspected and approved by this Department before any meters are released.
5. A tie-down inspection of the manufactured home must be scheduled and approved by this Department prior to release of any meters. Tie-downs must comply with manufacturer's recommendations or St. Bernard Parish Ordinance # OPJ-16-88.
6. Where required, driveway and sidewalks must be in place at the time of the tie-down inspection.

To schedule inspections, please call 278-4310