



Community Development Services  
 Planning Division  
 City of Greenwood  
 300 South Madison Avenue  
 Greenwood, IN 46142  
 (317) 887-5230  
 (317) 887-5616 fax

|                     |
|---------------------|
| <b>MOBILE HOMES</b> |
|---------------------|

**PERMIT APPLICATION REQUIREMENTS**

**3-5 Business Day Review Time  
 WE DO NOT OFFER ANY KIND OF EXPEDITING**

Review Time does not begin until we receive a complete Application Packet which includes:

- Application Form**
  - Site Plan showing location of structure with distances**
  - Foundation information (if applicable)**
  - Copy of Installer's License**
- NO FEES ARE DUE OR WILL BE ACCEPTED AT TIME OF APPLICATION**

You will be notified immediately if your application submittal is incomplete.

| <b>FEES DUE AT TIME OF PERMIT ISSUANCE</b>              |                 |
|---|-----------------|
| <b>Park Impact Fee</b>                                  | <b>\$764.00</b> |
| Only applicable if lot has never had home on it before. |                 |
| New foundation  | \$50            |
| Location only – onto existing foundation                | \$25            |
| Home - New + Storage Shed                               | \$100           |
| Home – Existing Pad + Storage Shed                      | \$75            |

| <b>INSPECTIONS</b>  |                                    |
|---|------------------------------------|
| <i>The permit holder is required to call in for all applicable inspections.</i> |                                    |
| <b>Footing</b>  | Must be open trench.               |
| <b>Rough-In</b>   | Before skirting is put on.         |
| <b>Final</b>  | Finished product ready for move-in |

only to be complied with expressly by the licensee.

**TABLE M**  
**MINIMUM AREA REGULATIONS FOR**  
**MOBILE HOMES AND RECREATIONAL VEHICLES**

| <i>District Area Regulations</i>              | <i>Mobile Home Park</i>   | <i>Mobile Home Subdivision</i> | <i>Rec'tl Campground</i>                          |
|---|---|--------------------------------|---|
| Zoning District                               | R-6   | R-6                            | R-6   |
| Lot Area (ft. <sup>2</sup> )                  | 3 x ft. <sup>2</sup> of the mobile home<br>3200 ft. <sup>2</sup> min. | 7,500                          | No min. spaces shall be suitable for intended use |
| Usable Floor Area (Living Space)              | 500 ft. <sup>2</sup>  | 700 ft. <sup>2</sup>           | N/A   |
| Ground Level Usable Floor Area (Living Space) | 500 ft. <sup>2</sup>  | 700 ft. <sup>2</sup>           | N/A   |
| Front Lot Width (Lineal Feet)                 | 30'   | 50'                            | 20'   |
| Front Yard Setback (Lineal Feet)              | 20'   | 25'                            | 10'   |
| Side Yard Setback (Lineal Feet)               | 5'  | 8'                             | N/A   |
| Rear Yard Setback (Lineal Feet)               | 5'  | 8'                             | N/A   |
| Max. Building Height                          | N/A   | N/A                            | N/A   |
| Max. Lot Coverage (Percentage)                | 40%   | 40%                            | N/A   |
| Off-Street Parking Spaces                     | 2   | 2                              | 1   |
| Clear Distance Between Mobile Homes           |   |                                |   |
| Side-Side                                     | 16'   |                                | 10'   |
| End-End                                       | 10'   |                                | 10'   |
| Cul-de-sac                                    | 15'   | N/A                            |   |

(Ord. 07-01; §7, 3-19-07)

(1983 Greenwood Municipal Code, Appendix A, Article 7, § 8)



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**APPLICATION FOR BUILDING PERMIT**

PERMIT NO.: \_\_\_\_\_

Application is hereby made for a permit to improve premises as described herein as shown in the accompanying **plans and specifications**, which improvement is to be located as shown on the accompanying **plot plan**. The information which follows and the accompanying plans, specifications and other information with the representations therein contained, are made a part of this application in reliance upon which the Planning Commission of the City of Greenwood is requested to issue a location improvement permit.

It is understood and agreed by this Applicant that any error, misstatement or misrepresentation of material fact, either with or without intention on the part of this Applicant, such as might or would operate to cause refusal of this application, or conditional approval thereof, or any material alteration or change in the accompanying plans, specifications or improvements subsequent to the issuance of a permit in accordance with the application, without the approval of the Planning Commission shall constitute sufficient ground for the revocation of this permit.

All building construction work, alterations, repairs, or mechanical installations and appliances connected therewith and other work necessary to complete the following improvement, shall comply with the State Building Rules and Regulations, local ordinances and such other statutory provisions pertaining to this class of work, and such rules, regulations, ordinances and provisions shall be considered a part of specifications, whether specified herein or not.

- 1) Date of Application \_\_\_\_\_ Date Approved \_\_\_\_\_ Date Issued \_\_\_\_\_
- 2) Name of Applicant \_\_\_\_\_ Phone \_\_\_\_\_
- 3) Address of Location to be Improved \_\_\_\_\_  
 Lot Number \_\_\_\_\_ in \_\_\_\_\_ Subdivision

- 4) Kind of Building Permit:
  - Mobile Home – New Foundation
  - Mobile Home – Existing Pad
  - Mobile Home New + Storage Shed
  - Mobile Home Existing Pad + Storage Shed

|                        |                |
|------------------------|----------------|
|                        | Staff Use      |
| <b>HOME PERMIT FEE</b> | \$ _____       |
| <b>TECH FEE (1)</b>    | <b>\$10.00</b> |
| <b>SHED PERMIT FEE</b> | \$ _____       |
| <b>TECH FEE (1)</b>    | <b>\$10.00</b> |
| <b>TOTAL FEE</b>       | \$ _____       |

- 5) Type of Foundation  Ribbon Or  Pier
- 6) \_\_\_\_\_
- 7) Size of Home \_\_\_\_\_ TOTAL sq. ft.      Size of Storage Shed \_\_\_\_\_ TOTAL sq. ft.
- 8) Approximate Price of Project \$ \_\_\_\_\_
- 9) Name and address of building contractor (If applicable):  
 \_\_\_\_\_
- 10) Contact Person (if different than applicant): \_\_\_\_\_  
 Phone Numbers: Home or Office \_\_\_\_\_ Cell \_\_\_\_\_

The undersigned represents that such work shall start within 90 days and will be completed without delay; that said improvements will be finished in a good workmanlike manner. Should said work not start in good faith within 90 days, the undersigned understands this application will be void and of no force or effect whatever. The above information, to my knowledge and belief, is true and correct:

SIGNATURE OF APPLICANT: \_\_\_\_\_

SIGNATURE OF BUILDING COMMISSIONER: \_\_\_\_\_  
 (or designated representative)

| <b>TO BE COMPLETED BY BUILDING DIVISION STAFF</b> |           |          |                                 |           |          |
|---|-----------|----------|---------------------------------|-----------|----------|
| Airspace Zone?                                    | _____ Yes | _____ No | Is Property in Floodway?        | _____ Yes | _____ No |
| Eastside TIF Area?                                | _____ Yes | _____ No | Is Property in Floodway Fringe? | _____ Yes | _____ No |
| US 31/Fry TIF Area?                               | _____ Yes | _____ No | Is Building in Floodway/Fringe? | _____ Yes | _____ No |
| Parcel No. 41-_____-_____-_____-_____-_____       |           |          |                                 |           |          |
| School:_____ Library:_____ WRTFD:_____            |           |          |                                 |           |          |