

Petition No. \_\_\_\_\_

Permit Application No. \_\_\_\_\_

**Okeechobee County Planning and Development Department**  
**1700 NW 9<sup>th</sup> Avenue, Suite A • Okeechobee, FL 34972**  
**Phone: (863) 763-5548 • FAX: (863) 763-5276**

**Installation of a Used Residential Dwelling Unit**  
**Supplemental Application**

Fill out and submit this application for installation of a dwelling unit more than five years old in most Agriculture (A), Residential Rural (RR) and Residential Mixed (RM) zoning districts.

Applicant's name \_\_\_\_\_

Address where unit is proposed to be installed \_\_\_\_\_

Parcel identification number \_\_\_\_\_ Zoning \_\_\_\_\_

Property owner's name \_\_\_\_\_

Proposed resident's name and relationship to applicant or property owner \_\_\_\_\_

Contact person \_\_\_\_\_ Phone numbers \_\_\_\_\_

Current location of proposed unit \_\_\_\_\_

Indicate Pre-Tie Down Inspection(unit in county) \_\_\_\_or Engineer Certification(unit out of county)\_\_\_\_

Engineer's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Year and model/make of unit \_\_\_\_\_

Serial/ID number of unit \_\_\_\_\_

Indicate roof overhang on ends (in inches) \_\_\_\_\_ On sides \_\_\_\_\_

Indicate roof pitch and roofing material \_\_\_\_\_

Indicate siding material \_\_\_\_\_

Indicate skirting/closure wall material \_\_\_\_\_

Is the proposed unit replacing a dwelling previously located on the property? (\_\_\_\_ Yes) (\_\_\_\_ No)

When was **prior** unit installed? \_\_\_\_\_ When was unit removed? \_\_\_\_\_

Dimensions of **prior** unit: Width \_\_\_\_\_ Length \_\_\_\_\_ Total area \_\_\_\_\_ sq. ft.

Dimensions of **proposed** unit: Width \_\_\_\_\_ Length \_\_\_\_\_ Total area \_\_\_\_\_ sq. ft.

**Permit applications that may be required (some of the applications may be combined):**

_____	Mobile home installation	submitted on _____
_____	Foundation	submitted on _____
_____	Closure wall	submitted on _____
_____	Repair/remodeling	submitted on _____
_____	Roof (re-roof, repair, overhangs)	submitted on _____
_____	Siding	submitted on _____
_____	Other _____	submitted on _____

**In addition to this supplemental application and completed permit applications as indicated above, your application must also include the following:**

- \$600.00 application fee
- Warranty Deed and property legal description if not exactly the same as legal description on deed
- Photographs of the proposed dwelling unit
- Site plan showing all existing and proposed primary or accessory structures
- List of all property owners within 150 feet of the property where you wish to install the used dwelling. The list must include the name and mailing address of the property owner and the parcel number. The list must be from the most recent tax roll.
- Signed and notarized affidavit attesting to completeness and accuracy of list of surrounding property owners

Your application must be received by the deadline or it cannot be heard until the following meeting date.

This application and all associated permit applications will be the subject of a Public Hearing before the Okeechobee County Planning Board. It is the responsibility of the applicant to pay for the required advertisement of the public hearing in an Okeechobee newspaper. The advertisement will be prepared by the Planning and Development Department and submitted to the newspaper. The newspaper will then contact the applicant’s contact person for payment of the legal advertisement.

**Confirmation of Information Accuracy**

I hereby certify that the information in and materials submitted with this application are correct. The information included in this application is for use by Okeechobee County in processing my request. False or misleading information may be punishable by a fine of up to \$500.00 and imprisonment of up to 30 days and may result in the summary denial of this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date