



JOHNSON COUNTY

Department of Planning and Zoning

86 W. Court Street
Courthouse Annex, Lower Level
Franklin, Indiana 46131
Phone (317) 346-4350
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APPLICATION FOR THE TEMPORARY PLACEMENT OF A MOBILE HOME

● Summary of Mobile Home Policy

The Johnson County Zoning Ordinance mandates that pre-manufactured housing (both single-wide “mobile homes” and double wide or multi-section homes on permanent foundations) meet all the requirements of the Indiana Building Code, unless that are to be placed in an approved mobile home park. Requirements include minimum floor area, minimum lot areas, setbacks, etc.

The only type of pre-manufactured housing which is permitted for permanent placement is a double-wide or multi-section home with at least 950 square feet of floor area. This home must be placed on a permanent foundation on an approved lot of record. The Johnson County Planning & Zoning office **CAN NOT** issue a permanent permit for any residence that does not occupy its own lot of record. The Johnson County manufactured housing regulations can be found in their entirety in the Johnson County Zoning Ordinance.

The Director of Johnson County Planning & Zoning may issue a temporary permit for a single-wide mobile home upon finding that either of the two hardship situation(s) continues. This temporary permit is valid for one year, with a possible extension of a second year (if the hardship situation still exists). If a mobile home is needed beyond the two year period (measured from the date the permit was issued) approval of the Johnson County Board of Zoning Appeals is required. The mobile home must be removed from the property at the end of the two year period if a variance has not been approved. The Johnson County regulations for temporary occupancy for Mobile Homes can be found in their entirety in the Johnson County Zoning Ordinance Section 6-101-5(6)(2)(d).

● Hardships

If you are applying for a temporary mobile home permit on the basis of a hardship, check the appropriate hardship on the following page and supply all supporting information. The application cannot be processed until it and all supporting data are complete

☐ **Building a New Home**

The applicant intends to build a new home on a premises within twelve (12) months. The applicant must demonstrate the intent to construct a permanent home and as conditions of receiving a temporary mobile home permit accomplish the following:

1. Supply proof of ownership of the premises, by supplying a copy of the recorded deed.
 - A. Consent of the property owner will be required if the applicant is not the property owner
2. Obtain Johnson County Health Department approval for the septic system or supply a copy of the sewer hook-up permit from the appropriate jurisdiction.
3. Obtain a building permit for the home.
4. Certify the mailing/notification and absence of objection among all landowners within 600 feet of the property or two (2) property owners (whichever is greater).
5. File the completed Mobile Home Application with the permit fee as established by the Johnson County Board of County Commissioners.
6. Provide a copy of a site plan showing the location of all structures, easements, roads, and right-of-ways, and the proposed location of the mobile home and its distance from all property lines.
7. Provide a copy of the foundation plans.
8. Obtain a Culvert Permit from the Johnson County Highway Department if a driveway is not already present on the property.

☐ **Medical Difficulty**

The applicant or immediate blood relative requires constant attention due to a handicap or infirmity. The applicant, in certifying the need to place a mobile home shall:

1. Supply proof of ownership of the premises, by supplying a copy of the recorded deed.
 - A. Consent of the property owner will be required if the applicant is not the property owner
2. Obtain Johnson County Health Department approval for the septic system or supply a copy of the sewer hook-up permit from the appropriate jurisdiction.
3. Provide a licensed physician's certification of the handicap or infirmity justifying the need for constant attention.
4. Certify the mailing/notification and absence of objection among all landowners within 600 feet of the property or two (2) property owners (whichever is greater).
5. File the completed Mobile Home Application with the permit fee as established by the Johnson County Board of County Commissioners.
6. Provide a copy of a site plan showing the location of all structures, easements, roads, and right-of-ways, and the proposed location of the mobile home and its distance from all property lines.
7. Provide a copy of the foundation plans.
8. Obtain a Culvert Permit from the Johnson County Highway Department if a driveway is not already present on the property.

Date & Time Submitted:_____

Permit #:_____

Temporary Mobile Home Application

This data is to be completed by the property owner or their authorized representative and filed with the Johnson County Planning & Zoning Office with the supporting data described on the previous page of this packet.

Applicant Data

Applicant Name:_____ Phone Number:_____

Applicant's Home Address:_____

Reason for Temporary Mobile Home Request:_____

Property Owner's Name:_____ Phone Number:_____

Property Owner's Address:_____

Property Data

Address:_____ Township:_____

Plat Map No. (if applicable):_____

Mobile Home Data

Type:_____ Dimensions:_____

Model Year:_____ Siding & Color:_____

DEPARTMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)

Section:_____ Township:_____ Range:_____ Zoning:_____

Land Use Verified: ☐ Yes ☐ No

FEMA Flood Hazard: ☐ Yes ☐ No

F.I.R.M.#:_____

Localized Flood: ☐ Yes ☐ No

MEPG: Rear=_____ Front = _____

Approved By:_____ Date Approved:_____

Permit #:_____ Permit Fee:_____

Cash:_____ Check #:_____

Receipt #:_____

Date Released:_____

Expiration Date:_____

Certification

I, _____ certify that all the information submitted is factually correct, and that if any amendments or corrections to the attached data are made during the term of installation or construction, I will notify the Johnson County Planning & Zoning Office in writing. I understand that each day of non-compliance with the provisions of the adopted zoning ordinance is a separate violation which is punishable by fines and prosecution. I also understand that the Temporary Mobile Home Permit is good for only one (1) year with possible extension of an additional year for a maximum of two (2) years. An objection to this application will result in the denial of the mobile home permit. If the mobile home is required for any length of time after the expiration of the temporary permit, approval will be required by the Johnson County Board of Zoning Appeals.

Applicant Signature: _____

Date: _____

State of Indiana)
) SS:
County of _____)

Subscribed and sworn to before me, a notary public, on this _____ day of _____, 20____.

My Commission Expires: _____

Signature: _____

Residing in: _____

Printed: _____

Affidavit of Notice of Adjoining Property Owners

I/we _____, do hereby certify that notice of petition filing to the Johnson County Planning & Zoning Office for a temporary mobile home permit was mailed by certificate to the last known address of each of the following persons, and that these persons represent all those required to be notified of this petition, and included in the most and current records of the Johnson County Mapping Department.

Please attach a list of addresses provided by Mapping

Wording for notice to be sent to adjoining owners:

A petition has been filed with the Johnson County Department of Planning & Zoning for a temporary permit to place a mobile home to the following location, _____ for a period of one (1) year with a possible extension of a second (2nd) year, if the hardship situation continues. As a property owner within 600 feet or two property owners (whichever is greater) of this site, you have the right to register an objection in writing to the Johnson County Planning & Zoning Office within 10 days of the date the notices were postmarked. An objection to this application will result in the denial of the mobile home permit. The applicant must then seek approval from the Johnson County Board of Zoning Appeals to receive a temporary mobile home permit.

And that said notices were served by certificate of mailing on the _____ day of _____, 20____.

Applicant Signature: _____

Date: _____