

**Monroe County Planning &
Environmental Resources Department**

Manufactured and Mobile Home Replacement Checklist

PROPERTY OWNERS WISHING TO
REPLACE OR SUBSTANTIALLY IMPROVE A MANUFACTURED OR MOBILE HOME
MAY SUBMIT THIS FORM AS A REQUEST FOR A PROPERTY ANALYSIS OF APPLICABLE
MONROE COUNTY ZONING AND FLOODPLAIN REGULATIONS.

Property Owner - Please complete Section A. Property Information, AND the attached Flood Affidavit

Submit to: Monroe County Planning & Environmental Resources Department
Marathon Government Center
2798 Overseas Highway, Suite 400
Marathon, FL 33050

TO BE COMPLETED BY PROPERTY OWNER:

<u>A. Property Information</u>			
Parcel ID Number(s) / RE#(s)			
Block	Lot	Subdivision	Key
Property Address		Approximate Mile Marker	
Property Owner Name			
Property Owner Contact Info: Phone Number		Email Address	

* * * * *

TO BE COMPLETED BY STAFF:

<u>B. Substantial Damage/Improvement – (ASSESSMENT TOOL and/or PERMIT APPLICATION(S))</u>
<input type="checkbox"/> NO – Not Substantially Damaged (if NO, owner should refer to “Building Permit Requirements for Mobile Home and Manufactured Units” document for repair guidelines)
<input type="checkbox"/> YES – Substantially Damaged (if YES, owner should refer to the ROGO, Zoning, and Floodplain requirements for substantial improvements below, and the “Mobile Home and Manufactured Unit Replacement Information” document for more details)
<input type="checkbox"/> Substantially Damaged by FLOOD
<input type="checkbox"/> Substantially Damaged by WIND
<input type="checkbox"/> Substantially Damaged by combination of FLOOD and WIND
* * * * *
<u>C. ROGO Exemption on File – (PLANNING REVIEWER)</u>
<input type="checkbox"/> NO (if NO, owner should request a ROGO Exemption Letter from the Planning Department; or must apply for a ROGO allocation prior to substantial improvement or replacement of a residential unit)
<input type="checkbox"/> YES (if YES, substantial improvement or replacement of a residential unit will not require a ROGO allocation)

STATE OF FLORIDA
COUNTY OF MONROE.

FLOOD AFFIDAVIT

Before me this day personally appeared _____ who, being duly sworn acknowledges and says:

I, the property owner of _____, hereby acknowledge that the home located at this address was not substantially damaged by flood or was not flooded at all.

Signature of Affiant (Owner)

STATE OF: _____

COUNTY OF: _____

Subscribed and sworn to (or affirmed) before me, by means of physical presence or online notarization,

on _____(date) by _____(name of affiant).

He/She is personally known to me or has produced _____ (type of identification)

as identification.

Signature of Notary Public, State of Florida

Print, Type or Stamp Name of Notary Public

My commission expires: