



## Trumbull County Combined Health District

194 W. Main St.  
Cortland, OH 44410

[www.tcchd.org](http://www.tcchd.org)

Frank J. Migliozi, MPH, REHS, Health Commissioner



**RE:** Installation of new units in Manufactured Home Parks – Trumbull County

---

An application with fee is submitted to TCCHD for the placing of a new or used home in a MHP.

In return, a permit card and receipt will be mailed to the park. The permit is on a green cardstock paper that must be placed in a window of the home that is facing the road. The green permit needs to be visible.

Inspections go as follows:

1. Foundation approval
  - a. Contact Steve Pop at 330-675-7814 to set up your foundation inspection. We need to look at pad before the unit is delivered onsite. Steve Pop will be doing both the installment and plumbing inspections.
  - b. Once the pad is approved the unit can be delivered. Tie downs and plumbing work should be completed. Call Steve for inspection of tie downs and plumbing. This should be done prior to skirting.
2. Skirt and proceed with whatever other work needs completed in any order you like.
3. Electrical Final – green electrical sticker
  - a. Contact Julie 330-675-7878 at TCCHD so the final electrical inspection can be set up with Central Electric Inspection Bureau. This is important for CEIB to get paid for services and to get your final inspection.
4. Final inspection
  - a. Contact Julie 330-675-7878 to set up final inspection. Seal will be placed in unit and Department of Commerce will be notified that the installation has been completed and that is approved.

The Trumbull County Auditor must be notified of all new units in parks. An instruction sheet will be mailed with permit.

