

## REQUIREMENTS FOR PRE-OWNED MOBILE OR MANUFACTURED HOME PERMITS

- ✓ Schedule an inspection of the pre-owned mobile home.
- ✓ Obtain a soil evaluation test (also known as a perc test) for the proposed building site.
- ✓ If there are other homes on the tract, acquire a new plat surveyed off of the home site. (Check with Planning Office concerning these rules.)
- ✓ Obtain a septic tank permit from the Banks County Environmental Health Department.
- ✓ Draw in the mobile/manufactured home on the plat showing septic tank, well, easements, driveway, and existing buildings.
- ✓ Establish and clearly mark a construction driveway (preferably with wooden stakes, flags, or pink ribbon.)
- ✓ Install erosion and sediment measures before construction begins.
- ✓ Fill out a pre-owned mobile/manufactured home permit application.

Applications submitted to the Planning Office must be accompanied by land plat, passing inspection results, and septic approval. Once the application has been approved, we will apply for your new 911 address and provide an invoice of amount due. Upon receiving the 911 address and payment, permits will be issued.

## **PRE-OWNED MANUFACTURED AND MOBILE HOME INSPECTIONS CHECKLIST**

All pre-owned manufactured homes shall comply with the following before being issued a certificate of occupancy by the building inspector and prior to being located in or relocated in Banks County.

- Every pre-owned manufactured home located in the jurisdiction shall be in compliance with the Federal Manufactured Housing Construction and Safety Standards Act, 42 U.S.C. 5401-5445 (the HUD code) and shall not have been altered in such a way that the home no longer meets the HUD code.
- Every floor, interior wall, and ceiling of a pre-owned manufactured home shall be in sound condition. Doors and windows shall be operable, watertight and in good working condition. The floor system shall be in sound condition and free of warping, holes, water damage, or deterioration.
- The exterior of all pre-owned manufactured homes shall be free of loose or rotting boards or timbers and any other conditions that might admit rain or moisture to the interior portions of the walls or to occupied spaces. The exterior siding shall be free of rot and rust. Roofs shall be structurally sound and have no obvious defects that might admit rain or cause moisture to collect on the interior portion of the home.
- Every plumbing fixture, water, and waste pipe of a pre-owned manufactured home shall be in a sanitary working condition when properly connected, and shall be free from leaks and obstructions. Each home shall contain a kitchen sink. Each bathroom shall contain a lavatory and water closet. At least one bathroom shall contain a tub and/or shower facilities. Each of these fixtures shall be checked upon being connected to ensure they are in good working condition.
- Heating shall be safe and in working condition. Un-vented heaters shall be prohibited.
- Electrical systems (switches, receptacles, fixtures, etc.) shall be properly installed and wired and shall be in working condition. Distribution panels shall be in compliance with the approved listing, complete with required breakers, with all unused openings covered with solid covers approved and listed for that purpose. The home shall be subject to an electrical continuity test to assure that all metallic parts are properly bonded. Each pre-owned manufactured home shall contain a water heater in safe and working order.
- Each home shall contain a water heater in safe and working condition.
- Each bedroom of a manufactured home shall have at least one operable window of sufficient size to allow egress if necessary.
- The kitchen in the home shall have at least one operating window or other ventilation device.
- Each pre-owned manufactured home shall contain one operable battery-powered smoke detector in each bedroom and in the kitchen, which must be installed in accordance with the manufacturer's recommendations.



**PRE-OWNED MOBILE HOME  
INSPECTION & MOVING  
APPLICATION**

Building Inspection Office  
150 Hudson Ridge, Suite 4  
Homer, Georgia 30547  
Office: 706.677.4272  
www.bankscountyga.org

Master Permit # \_\_\_\_\_

Map/Parcel # \_\_\_\_\_

Applicant \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Current Home Owner \_\_\_\_\_ Phone # \_\_\_\_\_

Address where inspection will occur \_\_\_\_\_

**Home Information**

Make of Mobile Home \_\_\_\_\_ Year Model \_\_\_\_\_

Model Name \_\_\_\_\_ Length & Width \_\_\_\_\_ X \_\_\_\_\_

Serial Number \_\_\_\_\_ Estimated Cost of Home \_\_\_\_\_

Number of Bedrooms \_\_\_\_\_ Number of Bathrooms \_\_\_\_\_

Type of Heat: Gas \_\_\_\_\_ Electric \_\_\_\_\_ Furnace \_\_\_\_\_ Heat Pump \_\_\_\_\_ Fireplace? Yes No

Power Company \_\_\_\_\_

Address home will be relocated to: \_\_\_\_\_

Mileage outside of Banks County \_\_\_\_\_ (There is a 50 cent/mile fee for mileage travelled outside of the county.)

Mobile Home Installer/Mover \_\_\_\_\_ Phone # \_\_\_\_\_

*Application is hereby made according to the laws and resolutions of Banks County to perform the above listed work.  
If a permit is issued, I agree to conform to all laws and resolutions regulating the same. By my signature below, I  
certify that the application and any attached data is correct.*

\_\_\_\_\_  
Applicant or Agent

\_\_\_\_\_  
Date

## Driveway Requirements

1. The pipe shall be GA DOT standard 1030D (or as specified in the Banks County Development Regulations) at a minimum 20 feet long and 18 inches in diameter with 1 foot of cover over pipe.
2. Existing surface flow should remain.
3. No headwalls to be constructed on pipe.
4. The inlet and outlet end of all driveway culverts shall have safety flared end-sections that meet the standards of GA DOT 1120 or 1125.
5. No brick or other hazardous type mailbox allowed on right-of-way. All driveways should have turn around pad off right-of-way to prevent backing into the road.
6. All disturbed right-of-way shall have grass seed and straw put down to prevent erosion.
7. If driveway is used for construction entrance, it must be stabilized with 4 inches of stone as a minimum.
8. Driveways on a dirt road shall have 4 inches of gravel placed on driveway from edge of road to end of road maintenance easement or right-of-way as a minimum.
9. Permittee shall be responsible for any damage to existing county road as a result of construction.

