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Available on website: www.leecountyga.gov

APPLICATION FOR MOBILE HOME PERMIT

NAME OF APPLICANT: _____

APPLICANT ADDRESS: _____

DAYTIME PHONE #: _____

EMAIL ADDRESS: _____

LOCATION OF PROJECT:

Street Address: _____

Lot: _____ Mobile Home Park _____

Mobile Home Installer: _____

PROJECT DETAILS:

Size of Mobile Home _____ Sewer _____

Year of Mobile Home _____ Septic _____

Model of Mobile Home _____ Public Water _____

Estimated Cost: _____ Well _____

Application is hereby made according to the laws and ordinances governing the operation of the Lee County Department of Inspection for a permit to alter, erect, and/or use a structure as described herein or shown on accompanying plans and specifications.

Applicant hereby agrees that approval of this permit shall constitute a binding legal agreement upon his/her part to abide by and comply with all portions of the Lee County Construction Codes and that such agreement is a condition of said permit.

THIS PERMIT EXPIRES 6 MONTHS FROM DATE OF ISSUE. Permit Fee _____

Applicant's Signature: _____

PROCEDURES FOR MOVING A MOBILE HOME

A permit is required before moving a mobile home into Lee County. The following information along with an application must be collected and turned into the Inspections Office. The application will be reviewed by the Planning & Inspections Office before a permit can be issued.

- Approval of site plan by the Planning & Zoning Department.

Planning & Zoning
102 Starksville Avenue North
Leesburg, GA 31763
(229) 759-6000

- Approval for well and septic tank from Lee County Health Department. (Issuance of Red Card) Or approval of hook up to a water & sewer system from Leesburg or Smithville City Hall.

Ken Collins
Lee County Environmental Health
103 Main Street
Leesburg, GA 31763
(229) 759-3016

- A letter from the Tax Commissioners Office on their letterhead stating taxes have been paid on the proposed mobile home.

Wendy David
Lee County Tax Commissioner
100 Starksville Avenue North
Leesburg, GA 31763
(229) 759-6015

- Driveway approval from Planning Department, apply through the Finance Department, D.O.T. if driveway is off a state highway. Driveway approval is only required if mobile home is going on private property not a Mobile Home Park.

Heather Jones
Finance Department
102 Starksville Avenue North
Leesburg, GA 31763
(229) 759-6000
D.O.T. (229) 430-4198

- The mobile home mover & installer must carry a Georgia State License, a copy of the license must be turned in with application.

RETURN TO:
Building Inspection
State of Georgia
County of Lee

LEE COUNTY ELECTRICAL AFFIDAVIT

I, _____, being the person building permit # _____
for property located at _____

has been issued, do hereby attest that should I, or any person in my employ request from the Chief Building Official that electrical power be activated in order to perform a systems check, acknowledge that such approval is only temporary, and not approval for occupancy of the structure. I understand that the structure may not be occupied until a Certificate of Occupancy has been issued by the county, and occupancy of the structure prior to the issuance of the Certificate of Occupancy constitutes a county ordinance violation and shall be prosecuted as such.

NOTE: ANY VIOLATION OF THIS AGREEMENT MAY RESULT IN FUTURE REQUESTS FOR TEMPORARY POWER BEING DENIED.

Building Permit Holder Signature

Witness Signature

Date

Mobile Home Check List

1. Tie Downs 40Ft-4 per side 04/60 Ft- 5 per side 60Ft- 6 per side
2. Smoke Detectors in each bedroom & outside each sleeping area, hardwired & interconnected.
3. Main Disconnect inside & outside.
4. ARC Fault breakers on bedroom branch circuits.
5. Service disconnect at HVAC unit.
6. Appropriate steps & handrails at each & every exit.
7. Appropriate masonry skirting. (see below)
8. Correct address properly posted - 4" in contrasting color visible from the road.
9. Mobile home should be properly set up and leveled.

Examples of **Masonry skirting** are stucco, hardiplank, brick, CMU

Only Mobile Home Parks are allowed metal or vinyl siding.

Lee County accepts 14' wide homes in ***parks only***.

All Mobile Homes must be a 1976 or newer.

If you have any questions please call an inspector

Sam Chapman 229-854-0017

Jason Dowdy 229-854-0143

**LEE COUNTY
BUILDING INSPECTION &
BUSINESS LICENSE COLLECTION DEPARTMENT
102 STARKSVILLE AVE. N.
LEESBURG, GEORGIA 31763
(229) 759-6000
FAX (229) 759-2346**

I, _____ of _____ do hereby
understand that if all conditions below are not met and in compliance with by
_____ that Lee County will take the appropriate legal
steps to ensure compliance with the Lee County Manufactured Home Ordinance.

1. **Skirting:** All manufactured homes shall have suitable skirting between the base of the home and the ground. The skirting shall be made of either block, or masonry materials. Decorative openings in the skirting shall not be more than two (2) inches square. Skirting must have vents and an opening for access to the crawl space. The dryer exhaust vent must terminate outside the home. Combustion air vents may be needed for sealed combustion units and fireplaces.

Signature

Date

Signature

Date

ARTICLE IV. MANUFACTURED HOME SITES OUTSIDE OF MANUFACTURED HOME PARKS

Sec. 42-106. General requirements.

Manufactured homes located on lots outside of manufactured home parks within the unincorporated areas of the county shall conform to the minimum requirements set forth in this article and shall further conform to chapter 58, chapter 70, health department regulations, the comprehensive plan, and all building and construction codes as adopted by the board of commissioners.
(Ord. of 11-5-2001, Exh. A)

Sec. 42-107. Standards for design of manufactured home sites;

(a) All manufactured home sites located outside of manufactured home parks shall conform to all regulations for the zoning district in which the property is located. The regulations of this section are intended to supplement chapter 70. Nothing contained in this section should infer that inferior development is permitted or expected.

(b) The use of flat or corrugated sheet metal, fiberglass, or similar substance for the exterior walls shall be prohibited. The exterior wall covering shall be either:

(1) Wood or masonry finish or its appearance; and/or

(2) Vertically or horizontally grooved siding or lap siding or its appearance; and

(3) The color and exterior materials shall be compatible with the adjacent single family structures.

(c) The manufactured home shall be placed on a permanent foundation that complies with the county's building and construction codes for residential structures and all Federal Housing Administration (FHA) standards. The foundation shall either be a slab or contain a solid perimeter wall of masonry, brick or other similar material in all installations in which the finished floor is more than 6 inches above the finished grade at any point.

(d) The towing apparatus, axle and wheels of the manufactured home shall be removed.

(e) The manufactured home shall be oriented on the lot so that it meets all lot and area requirements of the zoning district in which the home is located. The home shall be located with its long axis parallel to the street.

(f) Steps and landings are required of all homes and shall be constructed in accordance with the standards set forth in the Standard Building Code as adopted by the board of commissioners.

(g) All manufactured homes located on individual lots shall comply with the National Manufactured Construction and Safety Standards Act of 1974

as amended, 42 USC 5401 et seq., and bear the insignia issued by the U.S. Department of Housing and Urban Development (HUD).

(h) All manufactured homes located outside of manufactured home parks shall be at least 16 feet wide at the main body's narrowest point.

(i) All manufactured homes shall have a pitched roof so that there is at least a 2 inch vertical rise for each 12 inches horizontal run, with a minimum 12 inch roof overhang on each of the dwelling's perimeter walls such that the overhang is architecturally integrated into the design of the building.

(j) The roof of the manufactured home shall be covered with a material that is residential in appearance including but not limited to wood shingle, wood shake, synthetic composite shingle, ceramic tile rib panel, standing seam or other similar approved material but excluding corrugated aluminum, corrugated fiberglass, sheet metal or other similar substance.

(k) No part of the finished grade under the manufactured home shall be below the 100 year flood level.

(Ord. of 11-5-2001, Exh. A

Mobile home means a structure transportable in one or more sections which, in the travelling mode, is eight body feet or more in width or 40 body feet or more in length or when erected on the site is 320 or more square feet and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning and electrical systems. Mobile homes were manufactured prior to **June 15, 1976** and do not meet current building codes. In order to protect the health, safety and welfare of county citizens mobile homes as herein defined shall not be placed in the unincorporated areas of the county.