

## BUILDING PERMIT REQUIREMENTS FOR MANUFACTURED HOMES

### NOTE: GO TO PLANNING AND ZONING FOR ZONING VERIFICATION BEFORE APPLYING FOR PERMIT

1. A copy of a previously recorded site plan (plat or survey) of the property showing:
  - The property lines of the lot, giving distances to the nearest one-tenth of a foot.
  - The size of the lot.
  - Names and locations of all abutting streets or other right-of-ways.
  - An outline of all existing and proposed structures including the size and location.
  - The distance of those structures from all property lines.
  - Structure **MUST** be drawn with an engineer's scale.
  - A tie point to a landmark such as a road intersection.
  - A North arrow.

#### **(SEE EXAMPLE ATTACHED)**

2. A copy of the septic tank permit and well permit issued by the Hall County Health Department. If the septic system is already on the lot, an approval letter from the Health Department is required. **This letter must not be over one year old.**
3. **PROOF OF WATER – ONE OF THESE MUST BE SUBMITTED.**
  - a. A paid water meter receipt must be submitted if served by City or County water systems.
  - b. A well permit issued by Hall County Environmental Health Dept.
  - c. In the event of a private community water system, a copy of an approval letter to tie into that water system must be submitted at the time of permitting.
  - d. If existing meter, we need a copy of current bill or letter from water department.
4. Manufactured homes must be registered in Hall County by the new owner(s) even if the home is already in the County. New Owners must bring in a current paid tax receipt showing that the mobile home tax is paid and is registered in their name. This receipt is obtained from the Tax Commissioner's Office on the 1<sup>st</sup> floor of the Hall County Government Center located at 2875 Brown's Bridge Road, Gainesville, GA 30504. If a **new** mobile home is being permitted, contact the Tax Commissioner's Office (770-531-6960) for the list of items they will require to register the new mobile home in Hall County.
5. Need to know sizes of all decks and how many.
6. The company name of the mobile home mover and set-up contractor. The mover/set-up contractor must be licensed and bonded in Hall County.
7. Any pre-owned manufactured home that is located outside Hall County will require a site inspection before locating inside Hall County to verify that the manufactured home meets or exceeds all code requirements to be brought into Hall County. This site inspection must be completed before a mobile home permit is issued. The site inspection fee will be \$75.00 plus .50 cents a mile round trip from our office to the site where the home is located. Also:
  - a. If the pre-owned home is already located inside Hall County, please bring in proof that all mobile home taxes are paid.
  - b. Provide the company name of the mobile home mover and set-up contractor. The mover/set-up contractor must be licensed and bonded in Hall County.

**NOTE:** Any manufactured home that was manufactured prior to June of 1976 or pre HUD cannot be moved into Hall County or moved around the County. A moving permit can be obtained to move the home out of the County.

**PERMIT FEES FOR MANUFACTURED HOMES:**

**NO IMPACT FEE WILL BE CHARGED IF MANUFACTURED HOME IS A REPLACEMENT ON SAME PROPERTY (MUST SHOW PROOF MANUFACTURED HOME IS/WAS LOCATED ON PROPERTY WITHIN THE LAST 3 YEARS AND NEW HOME IS A REPLACEMENT)**

**\$1,241.93 – Impact Fee**

**\$195.00 – Mobile Home**



Hall County Government  
Planning Department  
P.O. Box 1435  
Gainesville, GA 30503

## Summary of New Requirements for Manufactured and Industrialized Housing (See Section 17.40.050 for full details)

**Permanent Foundation** – The dwelling shall be constructed on a slab or continuous masonry foundation at least 4 inches thick, penetrated only by vents and access doors.

**All means of transportation removed** – towing devices, wheels, axles and hitches, etc.

Siding must be of wood, brick, stone, stucco, or lap siding of hardboard, vinyl, or vinyl-covered or painted metal, or similar materials.

**Roofs** – Minimum of 4:12 pitch (4 inches of rise per 12 inches of run), with minimum of 6 inches overhang (excluding gutters), covered with asphalt or fiberglass shingles, standing seam or other architectural grade metal, clay tiles, slate, or similar materials.

**Size** – The home must be greater than 16 feet in both length and width. This means that manufactured homes must be at least a doublewide.

**Class B** manufactured homes (not meeting these standards) are still permitted in recognized manufactured home parks approved for 12 units or more (regardless of underlying zoning), and for use as hardship manufactured homes.

In recognized mobile home parks with less than 12 units, Class B homes may be used as replacement homes only if the replacement represents an “upgrade” as discussed below.

\*Any existing Class B homes may be replaced (“upgraded”) with other Class B home, as long as the replacement home is no less conforming to Class A standards than the home it is replacing. In determining this, we look at the width, roof pitch, roof and siding materials, foundation. For example, a 14 foot wide home must be replaced by 14 foot wide home or wider, a 2:12 roof must be replaced with at least the same pitch or steeper, if the old home met all material requirements, the new home must as well, etc. **Note: Such replacement is NOT permitted in V-C or other districts that do not allow manufactured homes, except in recognized mobile home parks.**

\*\*Manufactured homes are no longer permitted in the V-C Vacation Cottage zoning district\*\*



## INFORMATION REQUIRED FOR MOBILE HOME PERMIT REPLACEMENT

### PLEASE DESCRIBE EXISTING MOBILE HOME

Type of Foundation? \_\_\_\_\_

Were axles, wheels and hitches removed? \_\_\_\_\_

Type of siding? \_\_\_\_\_

Year and size of old mobile home? \_\_\_\_\_

What was the roof pitch? (Ex. 2:12-3:12-flat) \_\_\_\_\_

How many inches of overhang (excluding gutters)? \_\_\_\_\_

### Please Describe NEW Mobile Home

Type of Foundation? \_\_\_\_\_

Type of Siding? \_\_\_\_\_

What is the roof pitch? \_\_\_\_\_ Type of roofing materials? \_\_\_\_\_

How many inches of overhang? \_\_\_\_\_

Year and size of new mobile home? \_\_\_\_\_

What dealership was new home purchased from? \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Year: \_\_\_\_\_ Serial No. or VIN: \_\_\_\_\_

Is this going into a Mobile Home Park? \_\_\_\_\_

(A Mobile Home Park is only recognized as having 12 or more units)

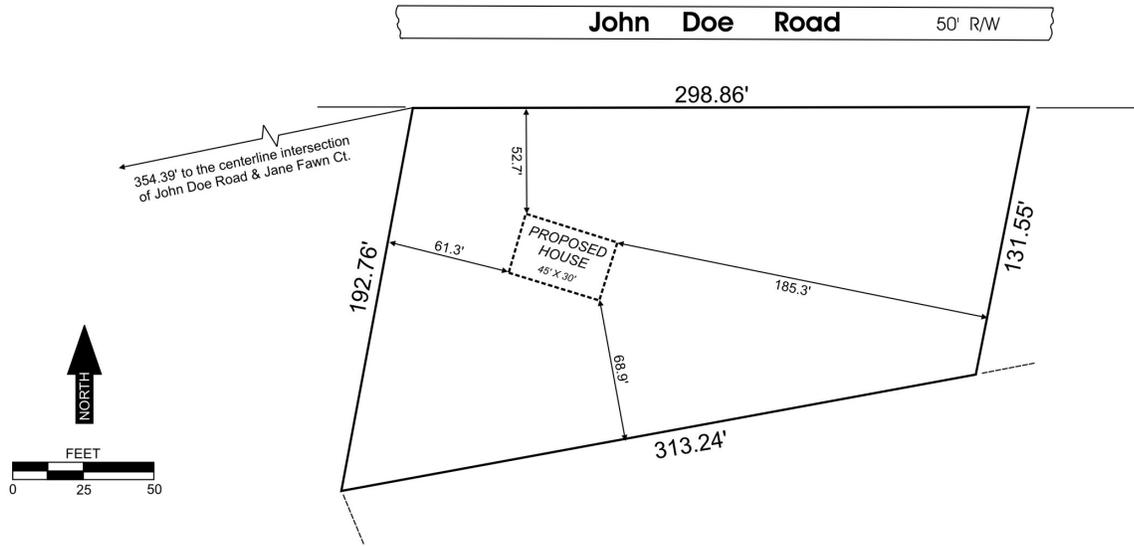
Is old Mobile Home still on property? \_\_\_\_\_ If not, when was it moved?

\_\_\_\_\_

For Planning Tech Only:

Is new home being permitted under old or new regulations: \_\_\_\_\_

# Example - New Home



# Example - Home Addition

