



PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ♦ Eatonton, GA 31024

Tel: 706-485-2776 ♦ 706-485-0552 fax ♦ www.putnamcountyga.us

B2020 _____

MANUFACTURED HOME APPLICATION: CITY OF EATONTON PUTNAM COUNTY

PROPERTY ADDRESS: _____ District: _____ Total Acreage: _____

SUBDIVISION: _____ Lot# _____

Map _____ Parcel _____ Zoning Class _____ Flood Zone _____ Fire District _____ School District _____

OWNER: _____ Phone: _____ - _____ - _____

ADDRESS	CITY	STATE	ZIP
Owner Email: _____			

CONTRACTOR: _____

ADDRESS	CITY	STATE	ZIP
Phone: _____ - _____ - _____	Licensed # _____		
Contractor Email: _____			

Manufacturer: _____ Year: _____ Value\$ _____
 Doublewide: _____ Singlewide: _____ Modular: _____ New: _____ Used: _____
 Model: _____ Size: _____ Color: _____
 Dealer: _____ Hud No. _____

Electric Provider: _____ Gas Provider: _____

SETBACKS: Front _____ Rear _____ Lake Side _____ Left _____ Right _____

Arterial/State Road: Yes _____ No: _____

Documentation Received: Plat _____ Well/Other _____ EPWSA _____ Septic _____

All existing buildings/structures on property (also show on plat) _____

In addition, please upload the EPWSA application on the web page.

Signature of Owner/Authorized Agent	Print Name	Date

- v WORK MUST BE COMMENCED WITHIN 6/MONTHS OF ISSUANCE AND NOT BE ABANDONED IN EXCESS OF 6/ MONTHS
- v IF PLANS ARE ALTERED OR ADDITIONAL WORK IS DONE, AN AMENDED PERMIT MUST BE PURCHASED.
- v EROSION CONTROL MANAGEMENT MUST BE PRACTICED AT ALL TIMES.
- v THE ISSUANCE OF THIS PERMIT DOES NOT ALLOW OR IMPLY THE RIGHT TO VIOLATE ANY CODE OR ORDINANCES ADOPTED BY THE CITY OF EATONTON OR PUTNAM COUNTY.

*****CONTRACTOR/OWNER SHALL REMAIN RESPONSIBLE FOR CODE COMPLIANCE*****

OFFICE USE ONLY:

FEES: \$200.00 _____

Permit Approved By _____ Variance Approved By: _____ Date: _____

Comments: _____

PLEASE CALL 811 BEFORE YOU DIG



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**Tax Commissioner's Tax and Title Release
For Mobile Homes**

Proof of paid taxes has been provided.

_____ Date: _____

Title has been Applied for in new owners name.

_____ Date: _____

Mobile Home Information

Make _____ Model: _____

Serial # _____ Year: _____

Home's new location: _____

Home's old location: _____

If old location in Putnam County Tax Acct #: _____

This form must be done by Tax Office

MANUFACTURED HOME REQUIREMENTS

Sec. 18-83. - Minimum standards for pre-owned manufactured homes.

These standards are applicable only to those pre-owned manufactured homes built under the Federal Manufactured Housing Construction and Safety Standards (HUD Code) and defined as a manufactured home under O.C.G.A. 8-2-131(3). Construction and safety standards for a pre-owned HUD Code manufactured home should not exceed the HUD Code standard in effect at the time the home was produced. **All pre-owned manufactured homes MUST meet the minimum requirements as outlined below under sub-section (b) prior to the issuance of the building permit. No pre-HUD (mobile) home may be transported on or across county roads.**

(a) Definitions.

(1) *Pre-owned manufactured home.* Any manufactured home as defined in O.C.G.A. 8-2-131(3) that has been previously utilized as a residential dwelling.

(b) Facilities required. (P)=Passed (F)=Failed

____(1) *Sanitary facilities.* Every pre-owned manufactured home shall contain not less than a kitchen sink, lavatory, tub or shower, and a water closet all in working condition when properly connected to an approved water and septic/sewer system. Every plumbing fixture and water and waste pipe shall be in a sanitary working condition free from leaks, and obstructions.

____(2) *Hot and cold water supply.* Every kitchen sink, lavatory and tub or shower in a pre-owned manufactured home must be connected to a supply of both cold and hot water.

____(3) *Water-heating facilities.* Every pre-owned manufactured home shall have water-heating facilities in a safe, working condition.

____(4) *Heating facilities.* Every pre-owned manufactured home shall have heating facilities in safe, working condition. Where a central heating system is not provided, each manufactured home shall be provided with facilities whereby heating appliances may be connected. Unvented fuel-burning heaters shall be prohibited except for gas heaters listed for unvented use and the total input rating of the unvented heaters is less than 30 BTU per cubic foot of room content. Unvented fuel-burning heaters shall be prohibited in bedrooms. In lieu of inspecting the heating facilities of a pre-owned manufactured home, the retailer, assignee, or county may request a heating inspection by a qualified third party. Approval by such a person will be accepted as compliance with those portions of the safety standards established herein which pertain to heating systems. The county will not be responsible for any cost incurred by or due to a third party.

____(5) *Smoke detector.* Every pre-owned manufactured home shall be provided with a State of Georgia-approved smoke detector, installed in accordance with the manufacturer's recommendations and listing.

____(6) *Windows.* Every habitable room excluding bathrooms, kitchens, and hallways shall have at least one window that can be opened, facing directly to the outdoors.

____(7) *Ventilation.* Every habitable room shall have at least one window or skylight which can be opened, or such other device that will ventilate the room.

(8) *Electrical.*

____a. *Distribution panels.* Distribution panels shall be in compliance with the approved listing, complete with required breakers or fuses, with all unused openings covered with blank covers approved and listed for that purpose. Connections shall be checked for tightness. Panels shall be accessible.

____b. *Electrical system.* The electrical system (switches, receptacles, fixtures, etc.) shall be properly installed, wired and shall be in working condition. The pre-owned manufactured home shall be subjected to an electrical continuity test(s) to assure that all metallic parts are properly bonded.

____c. *Third-party inspection.* The retailer, assignee, or county may, in lieu of inspecting the electrical system of a pre-owned manufactured home, request an electrical inspection by a qualified third party. Approval by such a person will be accepted as compliance with those portions of the safety standards established herein which pertain to electrical systems. The county will not be responsible for any cost incurred by or due to a qualified third party.

____(9) *Exterior walls.* The exterior of the home 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 to the occupied spaces of the pre-owned manufactured home.

____(10) *Exterior siding.* The exterior siding of the pre-owned manufactured home shall be free of rot and rust and must be uniform in appearance.

____(11) *Roofs.* Roofs shall be structurally sound and have no obvious defects, which might admit rain or cause moisture to collect on the interior portion of the home.

____(12) *Interior floors, walls and ceiling.* Every floor, interior wall and ceiling shall be kept in sound condition to prevent the admittance of rain or moisture.

____(c) *Homes purchased for repair.* No home may be occupied until standards herein are met.

Owner Contact Name _____

Phone Number _____ Alternate Phone _____

Manufactured Home Current Location _____

Estimated distance in miles from Putnam Planning & Development (out of town only) _____

Approved _____ Denied _____

Comments:

Inspection Fee \$ _____ Cash _____ Check _____ Credit Card _____ Receipt # _____

Date Paid: _____

Inspection Date _____ Inspected by: _____

Putnam County Building Inspector