



Mobile Home Permit Requirements
Development Services Division
630 Ronald Reagan Drive, Evans GA 30809
(706) 868-3420

A contractor must provide a complete permit application and the information listed below. Contractors must show proof of a Georgia State license.

The following must be complete and accurate on the permit application:

Street address. For assistance please contact GIS at 706-868-3421

Value of work (cost of the mobile home)

Property owner

Mobile home owner

Contractor

Make, year and size of the mobile home

Along with the permit, the following items must be submitted:

Plot plan with the location of the mobile home showing the front, side and rear setbacks.

Recorded plat (copies accepted) if the property is not in a subdivision.

Receipt (copies accepted) for paid water and sewer taps fees, if applicable. For copies please contact Water Utility at 706-863-6928.

Permit (copies accepted) for a septic tank or well, if applicable. For copies please contact Health Department at 706-868-3330.

DAPIA (Design Approval Primary Inspection Agency) approved installation instruction plans. These are provided by the manufacturer and includes the foundation plans, tie down plans, etc. If it is not available from the manufacturer, plans need to be submitted from an engineer.

HUD decal (copies accepted).

If the mobile home was retrofitted/renovated, a third party inspector (hired by the mobile home owner) must inspect the mobile home and provide a copy of the inspection stating that the home complies with the current codes

Land Disturbance Permit (LDP) application with required plan type.

Notice of Intent (NOI) to Georgia Environmental Protection Division (EPD). Secondary or Tertiary NOI is required for building permits issued within a common development or subdivision. A Primary NOI is required for building permits disturbing more than one acre. The GEOS generated submittal receipt must accompany the NOI. When an NOI is required, a Notice of Termination (NOT) must be filed upon completion. ALL projects which require a Land Disturbance Permit must pass a Notice of Termination inspection. Certificates of Occupancy will not be issued for residential projects that have not passed an NOT inspection.

Primary, Tertiary, or building sites within 200 linear feet of a state water will require an approved, stand alone Erosion Control Plan for the site prior to issuance of a building permit.

For LDP assistance please contact the Environmental Permit Coordinator at (706)855-7246.

Any lot that is affected by the 100 year flood plain to any degree must submit an elevation certificate to Engineering Services. For assistance, please contact 706-312-7247.

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