

# Manufactured Home Permit Application

Date Received	Map/Parcel	Flood Zone	Permit #	Permit Fee

Are there any other manufactured/mobile homes on this parcel?  Yes  No

If Yes, please explain \_\_\_\_\_

Do you own the property where the home is going to be located?  Yes  No

If No, please explain \_\_\_\_\_

Job Address: \_\_\_\_\_

Name of MH Park (if applicable) \_\_\_\_\_ Lot # \_\_\_\_\_

## MH Information

Value of MH: \$ \_\_\_\_\_ Size: \_\_\_\_\_ X \_\_\_\_\_ Bedrooms: \_\_\_\_\_ Bathrooms: \_\_\_\_\_

Year Model: \_\_\_\_\_ Serial #: \_\_\_\_\_

Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Condition: \_\_\_\_\_

## Owner/Seller Information

Owner: \_\_\_\_\_

Dealer/Seller: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Installer Name & Address: \_\_\_\_\_

All provisions of building codes, zoning ordinances, or other ordinances of Wayne County and that any omission of or misrepresentation of fact with or without the intention of the permit holder shall constitute sufficient ground for the revocation of any permit issued which was based on the approval of this application. The granting of a permit does not presume to give authority to violate or cancel any provisions of any other state or local law regulating construction or the performance of construction or any alteration from this application. The permit holder will be held responsible for insuring that all permits have been obtained and that all required inspections have been made. The permit holder will be held legally liable for any violations which may occur with or without their knowledge. The permit holder may request a Certificate of Occupancy when all required inspections have been approved. As the permit holder I understand and agree and certify that I have read and examined this application and know the same to be true and correct.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

**I have read and fully understand the MH Checklist.** \_\_\_\_\_



### **AFFIDAVIT OF APPLICANT FOR BUILDING PERMIT IN WAYNE COUNTY**

The undersigned Deponent, being duly sworn, deposes and says on oath that he/she is over the age of eighteen years, is suffering from no legal disability, and has personal knowledge of the facts contained herein and that they are true.

Deponent states that he/she is a vested owner of the property that they are requesting a permit to build upon; and...

Deponent further states that he/she understands and acknowledges that the Wayne County Government does not review or render any type of opinion on the validity of deeds, restrictive covenants, easements or any other documents that may show or suggest ownership or encumber ownership of the property, while reviewing the application for building permit ; and...

Deponent further states that he/she understands and acknowledges that it is his/her responsibility to ensure that the requested building plans/permit is in compliance with any restrictive covenant, easement, or other restriction(including but not limited to permitting for infringement on EPA designated wetland areas) that may be applicable to the property; and...

Deponent further states that he/she agrees to hold all departments within the Wayne County Government including but not limited to the Wayne County Board of Commissioners harmless from any damages or otherwise, because of his /her breach of any restriction applicable to the property.

Deponent's attention has been directed to the fact that the information within the affidavit will be relied upon by the Wayne County Tax Assessor's Office as part of the building permit application process.

Sworn to and subscribed before me this

\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_\_

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Deponent Signature

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Printed Name

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Notary Public

# Manufactured Home Checklist

Revised 1/20/26

## First Inspection

- **HOME MUST BE SET UP BY A STATE LICENSED INSTALLER. THE TEMPORARY INSTALL PERMIT MUST BE POSTED ON DOOR OR WINDOW.**
- Footing pads must be placed on clean and compacted soil. Soil underneath home should be crowned to allow water to flow away from home. A 6 mil vapor barrier must be placed under home.
- Exterior service panel should be mounted to a pole or pedestal depending on service type. Ask your service provider what their mounting specs are. Connection from the meter panel to the inside panel to be completed with 4 conductor wires. Buried conductors to be 24" deep. Must be in electrical conduit when above ground.
- The drainage plumbing should be installed with proper slope and support hangers every 4'. Seal around pipe where line connects to septic tank. At least 1 cleanout is needed outside of the skirting.
- HVAC unit must be installed with a disconnect that is visible from unit. Package units will need a hood over the ducts so that they are covered and protected.
- Water service line will need a cutoff valve where the line connects to the home.

## Final Inspection

- Skirting to be installed with proper ventilation. Do not install until the first inspection is done. Wood skirting should be tight fit to keep animals out.
- All drain lines must terminate outside of the skirting.
- Dryer vent must be terminated outside of the skirting.
- All entrances require steps and railing that are built to code. Landings should be at least 15 SF.
- Address numbers should be at least 4" tall and visible from the road.
- Driveways accessing county roads must have concrete culverts. Contact GDOT if accessing state highway.

**It is illegal to occupy a home until a Certificate of Occupancy has been granted.**

**Manufactured homes older than June 15, 1976 are not allowed to be set up in Wayne Co.**