

JONES COUNTY PLANNING & ZONING

P.O. BOX 1359
GRAY, GA 31032
(478) 986-5117

PERMIT# _____

ZONING _____

MAP/PARCEL# _____

APPLICATION MANUFACTURED HOME PARKING PERMIT

DATE: _____

MOBILE HOME OWNER: _____

PROPERTY OWNER: _____

ADDRESS OF HOME: _____

SUBDIVISION: _____

Lot #: _____ Lot Size | Acres: _____ Phase | Section: _____

Will the Home be located In or Near a Flood Plain?

PLEASE CHECK

Septic Tank _____ Private Well _____ Sewage System _____ County Water _____

SPECIFICATIONS OF MANUFACTURED HOME

| | | | |
|--------------|----------------------------|-----------------|-------|
| Year | _____ | Manufacturer | _____ |
| Length/Width | _____ | Serial # | _____ |
| Full Baths | _____ | # of Half Baths | _____ |
| Roof type | Shingles or Metal (Circle) | Make and Model# | _____ |

Is there another dwelling (house or manufactured home) on the property or lot? _____

PLEASE ATTACH THE FOLLOWING WITH THIS APPLICATION:

1. COPY OF SEPTIC TANK PERMIT (Health Department) JONES COUNTY 986-3164
2. RECEIPT FOR CONNECTION TO PUBLIC WATER (743-3211) OR WELL PERMIT FROM THE (Health Department) JONES COUNTY 986-3164
3. DRIVEWAY PERMIT
4. SITE PLAN
5. SURVEY (if needed)
6. COMPLETED AFFIDAVIT'S FROM ALL ELECTRICAL/PLUMBING/MECHANICAL SUB-CONTRACTORS
7. NEED A COPY OF THE TITLE OR MSO OF THE HOME

*** The following items are not needed if locating in a Mobile Home Park**

Signature of Applicant and Date

Underpinning is required for all manufactured homes located on individual lots. If your home is located in R-R (rural-residential) zoning district, it must have masonry underpinning.

Signature of Applicant and Date

SITE PLAN

Please Show the Following:

- 1. Lot Dimensions with property line shown.**
- 2. Shape and size of buildings to be built on the lot.**
- 3. Distance of all buildings or dwellings to property lines.**
- 4. Street names and right of way lines.**

Date

Signature of Applicant

BUILDING PERMIT
Information you will need
For a Manufactured Home

1. Most important step, is to call or visit the Planning & Zoning Office to make sure the location is zoned for a manufacturing home and the lot will meet requirements.
2. Receipt for connection to public water (County 743-3211, City 986-5433) or well permit from the Jones County Health Department.
3. Copy of Septic Tank Permit (Health Department) Jones County 986-3164.
4. Copy of driveway permit for lots in the county and for city lots if they are county maintain road. The permits are handle thru the Commissioners Office here at the Government Center. Theree Sauls 986-8263.
5. Copy of Plat or Survey (if needed)
6. Completed affidavit's from all Electrical, Plumbing and Mechanical Sub-Contractors. If their state licence are not on file with our office, you'll need copies of their licences.
7. You will need to know if your home site in a flood plain? If needed a survey may be requested.
8. Need to make sure we have a copy of the state licence of the person moving your home and if we don't have a copy of this you will need to supply our office with one.

Information that you will need for a Manufactured Home in order to receive a building permit.

- a. MSO or the Title of the home
- b. Year of home
- c. Manufacturer
- d. Length & width
- e. Serial number of home
- f. Number of full and half baths
- g. Roof type (Shingled or metal)
- h. Type of underpinning planning to use

Save yourself time and a lot of frustration, by having all your ducks in a row,
before coming to get your permit.

Jones County Planning & Zoning
PO Box 1359
Gray, Georgia 31032
Office (478) 986-5117 Fax (478) 986-4550

Check List for Manufactured Home Permits

- _____ 1. Most important step, is to call or visit the Planning & Zoning Office to make sure the location is zoned for a manufactured or residential home and that the lot will meet requirements.
- _____ 2. Receipt for connection to public water (County 743-3211, City 986-5433) or well permit from the Jones County Health Department.
- _____ 3. Copy of Septic Tank Permit (Health Department) Jones County 986-3164
- _____ 4. Copy of driveway permit for lots in the county and for city lots if they are county maintain road. The permits are handle thru the Commissioners Office here at the Government Center. Theree Sauls 986-8263.
- _____ 5. Copy of Plat or Survey (if needed)
- _____ 6. Completed affidavit's from all Electrical, Plumbing and Mechanical Sub-Contractors. If their state licence and driver licence are not on file with our office, you'll need copies of their licenses.
- _____ 7. You will need to know if the home site in a flood plain? If needed, a survey may be requested.
- _____ 8. Need to make sure we have a copy of the state licence of the person moving your home and if we don't have a copy of this you will need to supply our office with one.
- _____ 9. MSO or the Title of the home
- _____ 10. Year of home
- _____ 11. Manufacturer
- _____ 12. Length & width
- _____ 13. Serial number of home
- _____ 14. Roof Type (Shingle or metal)
- _____ 15. Type of underpinning planning to use

SUB CONTRACTORS AFFIDAVIT

Jones County Planning & Zoning

PO Box 1359

Gray, Georgia 31032

Office (478) 986-5117 Fax (478) 986-4550

NOTICE: THIS FORM SHALL BE COMPLETED, SIGNED AND SUBMITTED TO THE ABOVE DEPARTMENT PRIOR TO COMMENCING WORK. CONTRACTORS AND SUBCONTRACTORS SHALL BE REGISTERED WITH THE DEPARTMENT PRIOR TO SUBMITTING PERMIT APPLICATION OR AFFIDAVITS.

Name of General Contractor / Owner:

Sub-Contractor: _____

Phone: _____ Fax: _____

Address of construction site:

Electrical: Please check one.

New Service ___ Change Service ___ Rewire ___ ALT ___ Sign ___ Pool

Other ___ Cost Est. Value

LOW VOLTAGE: Please check one.

Alarm ___ Telecomm. ___ General ___ Unrestricted ___ Other ___ Cost Est. Value

PLUMBING: Please check one.

Sewer Lateral ___ Septic Tank ___ Renewals ___ Grease Trap ___ Wt. Ht. ___ Backflow

Other ___ Cost Est. Value

MECHANICAL: Please check one.

Electrical ___ Gas ___ Combo ___ Refrig ___ Comm. Hood ___ Duct Work ___ Other

Cost Est. Value

GAS: Please check one.

Natural ___ Liquefied Petroleum ___ Gas Piping ___ Other ___ Cost Est. Value

FIRE PROTECTION: Please check one.

Sprinkler above Grnd. ___ Sprinkler Below Grnd. ___ Alt. System ___ Standpipe

Fire Pump ___ Other ___ Cost Est. Value

Mobile Home Installer: Please check _____

I hereby certify that I am responsible for and authorized by the general contractor to perform the above stated work.

Signature: _____ Date: _____

Please notify the Planning and Zoning office in the event your company will not be performing the work at this address.

Manufactured Home Inspections

Power cannot be connected to the manufactured home from Georgia Power (986-3174) or Tri-County EMC (986-3134) until an inspection from the County has been conducted. Contact power company on location of your service on the home. All homes are required to be properly set up and at each door of your home a landing and stairs shall be installed. The landing needs to be a minimum of 3'x3'.

Note: All manufactured homes with masonry block underpinning are required to have a poured 2500 PSI concrete foundation {8 inches deep and 12 inches wide} **Footing inspection required prior to concrete being poured.**

The service can be mounted on a Manufactured Home provided the following conditions are met:

1. The home and lot are owned by the same individual.
2. The home is to be underpinned with masonry.

Please call 986-5117
AT LEAST 24 HOURS IN ADVANCE
MON. - FRI. 8:30 AM - 5:00 PM
to schedule your inspection.

THE BUILDING OFFICIAL WILL NEED ACCESS
TO THE INSIDE OF THE HOME

There are two required inspection on the manufactured home before power is released:

1. **Setup Inspection:** Before any underpinning and after electrician and plumber have completed their connections, an inspection of the home is required. **The home will need to be unlocked for this inspection.**
2. **Final Inspection:** Before power will be connected to the manufactured home a final inspection of the home must be approved. This will required all entrances to have completed stairs and landings, and installations of all underpinning will be completed.

Power will not be connected until the required type of underpinning, stairs and landing are installed.

MANUFACTURED HOME INSPECTION CHECKLIST

Name _____ Address _____ Permit _____

If required

1) _____ Footing Inspection

1st Inspection

- 1) _____ Setbacks conform with zoning district and street classification
- 2) _____ Tie downs are flush with ground. (Model Number _____)
- 3) _____ Home has appropriate number of ties (vertical straps must be secured)
- | | | | |
|-------------------------|--------|---------|---------|
| Length of home | 0'-40' | 41'-60' | 61'-84' |
| Number of ties per side | 3 | 5 | 6 |
- 4) _____ Piers are on 16"x16"x4", solid block (or equivalent), flush with ground level
- | | | |
|--------------------|--------------------|--------------------------------|
| Single-Max Ht. 40" | Double-Max Ht. 80" | Over 80"- Rebar & filled block |
|--------------------|--------------------|--------------------------------|
- 5) _____ Correct pier spacing (concerns must be double tiered)
- | | | | |
|---------------|-----|-----|-----|
| Width of unit | 12' | 14' | 16' |
| Pier Spacing | 8' | 8' | 6' |
- 6) _____ Meter ht 2 1/2 ft to eye level, mast strapped securely, hub, Weatherhead.
- 7) _____ Wires from disconnect must be protected. 24" min buried unprotected 18" PVC
- 8) _____ Wire: Aluminum 4/0 200 Amp Copper 2/0 200 Amp
- | | | | |
|-----|---------|----|---------|
| 2/0 | 150 Amp | #1 | 150 Amp |
| #2 | 100 Amp | #4 | 100 Amp |
- 9) _____ Two hot wires to main breaker, neutral & grounds tie together at disconnect
- 10) _____ Wires are cut properly, installed tightly, & has noalox on aluminum
- 11) _____ Box is grounded properly, ground wire to top of Tri-County
- 12) _____ Ground rod is tight, wire installed opposite of screw
- 13) _____ Sides A & B are grounded together
- 14) _____ Inside home - 4 wires / 2 to breaker, neutral bar (white), ground to ground bar (bare copper) or to box

2nd Inspection:

- 1) _____ Decks, stairs, handrails and guardrails
- 2) _____ Required type of underpinning. Masonry or vinyl

Requirements for Manufactured Home Electrical Installations

This is not a complete listing of all requirements for an electrical installation in Jones County, but rather a listing of answers to the most commonly asked questions dealing with the electrical system.

1. All homes must have a disconnect mounted outside the home on a pole. Four **insulated** conductors shall be installed from the outside disconnect to the interior panel.
2. Type **SE, SEU, SER** cables **shall not** be used for the service for a manufactured home. Types SE, SEU, and SER wire can be identified by their grey covering and contain a bare wire. All wire directly buried in the ground must be approved for that purpose. A type **URD, or USE** is acceptable for this purpose.
3. Wire that is buried directly in the ground must be 24" below grade and wire in PVC must be buried 18" below grade. The trench shall be left uncovered so the depth can be inspected.
4. Aluminum wire must have inhibitor at **all** terminations inside and outside the home.
5. A ground rod needs to be driven at the service pole or as close to it as possible.
6. All wires, pipes, nipples, ect. shall use appropriate fittings when entering and entering and exiting a disconnect, meter base, or other location. The pipes and wires shall be securely fastened. Just placing a pipe into a hole in the box is not acceptable.
7. Where the wire is not buried in the ground it is required to be in PVC or a metal conduit. This will be arranged in such a way that the service wire itself is not exposed at any location.

Please give this listing to your electrician.

If you have any further questions please contact the Jones County Planning and Zoning Office at (478) 986-5117.