

Ben Hill County Building & Zoning

402 A East Pine Street, Fitzgerald, GA 31750
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www.benhillcounty.com



MOBILE HOME PARKING PERMIT REQUIREMENTS

1. A parking permit is required before a mobile home is moved. The dealer is responsible for making sure the permit is purchased. *A copy of the dealership's license must be verified when the permit is purchased.*
2. ***In addition*** to the license requirements of the Commissioners' Rules and regulations, any installer performing any installation for a new or used manufactured and/or mobile home in the State of Georgia shall first purchase a permit from the Commission office. Each installer shall provide any information required by the Commissioner to obtain a permit. ***The installation permit shall be attached by the installer to the panel box of each manufactured and/or mobile home upon completion of installation.***
3. The land must be zoned for manufactured/mobile homes.
4. You must have a **911 address assigned** by the E-911 office (229-426-5111); E-911 is required to *fax a copy* of the assigned address to BHC Building & Zoning office at 229-426-5630.

THE ADDRESS MUST BE POSTED BEFORE STARTING WORK!

WE WILL NOT INSPECT IF THE ADDRESS HAS NOT BEEN POSTED AT THE PROPERTY!

5. A copy of the Plat from a surveyor or a copy of the recorded Plat from the Clerk of Court (229-426-5135).
6. Obtain a Septic Permit from the County Health Inspector (*Alex Collins, 229-426-5293*). If a septic tank is already there, **a re-inspection is required**. If you use city water and/or sewer, obtain a letter from Fitzgerald Utilities (*Theresa Ash, 229-426-5400*). ***Please set up an account with your service provider if necessary.***
7. Get a print-out regarding your Mobile Home from the Tax Assessor's office (229-426-5147).
8. Get a Mobile Home Decal and receipt for your mobile home at the Tax Commissioner's office (229-426-5144).
9. Parking, Electrical, Plumbing, and Air Conditioning permit fees are as follows:
 - ❖ Single-wide \$105
 - ❖ Double-wide \$155
 - ❖ Triple-wide \$205

IF THE JOB IS STARTED BEFORE OBTAINING A PERMIT FIRST, YOU WILL BE CHARGED DOUBLE!

10. **A Georgia Licensed person is required for the following services in order to park your Mobile Home on any Property:**
 - ❖ Mobile Home Installer
 - ❖ Electrician
 - ❖ Plumber
 - ❖ HVAC (Heating, Ventilation, Air Conditioning)

*****Please contact all contractors and sub-contractors before you obtain your permit at the BHC Building & Zoning office.**
11. **Any additional work such as: carports, utility buildings, additions, porches, etc will increase the cost of your permit.**
12. The mobile home **must** be tied down, blocked, plumbing installed, and electric wires connected. Also, there **must** be steps in the front and back of the mobile home before inspection is done. **PLEASE DO NOT COMPLETELY UNDERPIN THE MOBILE HOME BEFORE INSPECTION IS DONE.**
13. **A 24 hour notice for inspection is required by the Building Inspector.**
14. **All Re-inspections are \$25 per inspection.**

REMEMBER TO CALL BEFORE YOU DIG AT 811

IT IS THE LAND OWNER'S RESPONSIBILITY TO OBEY ALL PROTECTIVE LAND COVENANTS

NO INSPECTIONS WILL BE CONDUCTED WITHOUT THE 911 ADDRESS POSTED