



## Manufactured Home New or Used

When applying for permits bring the following documents to the Rome/Floyd County Building Department, 607 Broad Street. (706-236-4480).

1. **Septic Tank Certificate/Paperwork.** If your manufactured home will be connected to a septic tank system, you must first apply to the Floyd County Health Department for a current certificate. If your home will be connected to Floyd County Sewer, then you must apply to the Floyd County Water Department. The Floyd County Health Department is located at 16 E. 12th Street, phone (706) 295-6316. The Floyd County Water Department is located at 217 Calhoun Avenue, phone (706) 291-5130.
2. **Floyd County Decal & Receipt:** To place a manufactured home on a lot in Floyd County, you are required to have a current Floyd County decal sticker along with the receipt. The decal may be obtained at the Historic Court House located at 4 Government Plaza and phone (706) 291-5148
3. **Street Address & Driveway Permit (if applicable):** You will need a current street address and driveway permit. Floyd County residents, contact the Floyd County Engineering Department located at 12 E. 4<sup>th</sup> Avenue, suite 204, phone (706) 236-2474
4. **Zoning Verification:** You will be required to obtain a zoning verification for your property. This form states the required setbacks for properties located in Rome & Floyd County. The Zoning Department is located at 607 Broad Street, phone: 706- 236-5025.
5. **Site Plan:** You will be required to submit a site plan showing the location of home on the property with the distances from the property lines to the structure.

Please email the application and all documents to BOTH:

[sroberson@rome.ga.us](mailto:sroberson@rome.ga.us) and [jfranks@rome.ga.us](mailto:jfranks@rome.ga.us)



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### Permit Fees:

**Tie Down Permit:** Each manufactured home shall be secured to ground anchors or other devices securing the stability of the manufactured home based on requirements of the manufacturer's installation instructions.

**Fee:** \$107.00 on an individual lot  
\$90.00 on a lot in a mobile home park

**Electrical Permit:** Electrical permits are issued according to the size of the electrical panel in the manufactured home.

**Fee:** \$80.00.....100-amp service  
\$90.00.....150-amp service  
\$100.00.....200-amp service  
\$175.00.....250-amp service

**Plumbing Permit:** A plumbing permit is issued to inspect the connection from the manufactured home to the septic tank or public sewer.

**Fee:** \$65.00

**Natural Gas:** To inspect a natural gas connection, the gas line must be holding 15 to 20 pounds of air pressure on the gauge at the time of the inspection.

**Fee:** \$50.00



## **Manufactured Home New or Used**

To schedule an inspection call 706-236-4481 by 4 pm the day before the inspection is needed. When scheduling inspections please provide our office with a contact person, address and phone number. You are responsible for providing our office with any information needed to locate or access the property. If we cannot access or locate the property/structure at the time of inspection a \$65.00 re-inspection fee will be applied.

All manufactured homes shall meet the manufacturer's installation instructions. If the manufacturer's installation instructions are not available, the home shall meet the rules and regulations for manufacture homes set forth by the Office of Commissioner of Insurance and Safety Fire Division. For regulations go to: [Office of Commissioner of Insurance & Safety Fire](#). All Mobile/ Manufactured Homes shall have an installation permit from the Office of Commissioner of Insurance Safety and Fire Commissioner.

### **Items Required for Inspection**

1. Property lines must be marked for setback requirements.
2. Four-inch (4") Address numbers posted at road or on home visible from street.
3. Driveway drainage pipe and drive installed per Floyd County Driveway regulation.
4. All disturbed soil must be stabilized by means of silt fence, seed, straw, or mulch.
5. Footings and piers inspected prior to pouring.
6. All components of the anchoring and support system such as pier, footings, ties, anchoring equipment, ground anchors, or any other materials or methods of construction which support and secure the home to the ground must be in place.
7. All utilities such as plumbing, electrical, heating and air conditioning and gas must be complete and meet the Rules and Regulations for Manufactured Homes and/or current State Construction Codes.
8. For final inspection all mobile and manufactured homes must have approved skirting, all decks, steps, guiderails, landing, etc. must be completed. All exposed areas of soil must be stabilized by seed and straw. This inspection must be performed within 45 days of permanent power approval.



**Manufactured Home New or Used**

**DATE:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**NEW                      OR                      USED                      MODEL YEAR:** \_\_\_\_\_

**PROPERTY OWNER INFORMATION:**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**CONTRACTOR INFORMATION (INSTALLER):**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

\_\_\_\_\_  
Print Name (Applicant)

\_\_\_\_\_  
Signature (Applicant)