

# MANUFACTURED HOME & INDUSTRIAL BUILDING SUBMITTAL GUIDE



*Fayette*  
COUNTY

## **Permits and Inspections Department**

140 Stonewall Avenue West, Suite 201

Fayetteville, GA 30214

Phone: 770-305-5403 Fax: 770-305-5212

Web: [http://www.fayettecountyga.gov/bldg\\_permits/infobldg.asp](http://www.fayettecountyga.gov/bldg_permits/infobldg.asp)

Revised 12/2013

## **MANUFACTURED HOME**

**\*Installer must apply for the permit\***

### **SUBMITTAL CHECKLIST**

\_\_\_\_\_ Manufactured Home & Industrial Building Permit Application

\_\_\_\_\_ **Section 10** of the application must be provided. **Exception DCA number**

\_\_\_\_\_ “Structure Specifics” worksheet.

\_\_\_\_\_ Copy of Installer’s Registration or License Certificate

\_\_\_\_\_ **Copy of the Manufactured Home Manual**

\_\_\_\_\_ Deck plans (if a deck is included on permit) – must include framing and footing details

\_\_\_\_\_ Some lots in Marnelle MHP may require Engineered Design if in Floodplain

\_\_\_\_\_ Affidavits for Electrical, Mechanical, Fuel Gas and Plumbing as applicable.

-Only exception to electrical is if coupling the electrical connection from the service entrance panel outside the manf. Housing to the distribution panel board inside the manf. Housing.

-Only two exceptions to plumbing is connecting the exterior sewer outlets to the above-ground sewer system or connecting the exterior water line to the above-ground water system.

## **INDUSTRIAL BUILDING**

**\*State Licensed Contractor (min. Residential Light) or Authorize Agent must apply for permit\***

### **SUBMITTAL CHECKLIST**

\_\_\_\_\_ Copy of Temporary Trailer permit from Planning & Zoning Dept. (770) 305-5421

\_\_\_\_\_ Manufactured Home & Industrial Building Permit Application

\_\_\_\_\_ **Section 10** of the application must be provided.

\_\_\_\_\_ “Structure Specifics” worksheet.

\_\_\_\_\_ Copy of Business License if Company is Out of State

\_\_\_\_\_ Residential Light and/or General Contractors License copies as applicable

\_\_\_\_\_ Authorize Permit Agent form as applicable

\_\_\_\_\_ **Engineer Designed Plans** – Plans prepared & sealed by GA Design Professional

\_\_\_\_\_ Footing and anchoring details for the building - Plans prepared & sealed by GA Design Professional

\_\_\_\_\_ Deck plans (if a deck is included on permit) – must include framing and footing details

\_\_\_\_\_ Electrical Calculations as applicable.

\_\_\_\_\_ Affidavits for Electrical, Mechanical, Fuel Gas and Plumbing as applicable.

- The Electrical Affidavit is always required
- The only exception for the mechanical is if the unit is self-contained
- The only exception for the plumbing is if there is no connection made at all.

## **GENERAL REQUIREMENTS FOR Construction Plans**

- One (1) complete set of plans and supporting construction documents is required.
- Must be in permanent ink
- All pages of the plans shall be on the same size paper. The minimum size of plans allowable is 11” x 17”. Plans shall be firmly bound on one edge. Plans must be legible and clear for electronic imaging. **All plans and details are to be drawn to a minimum 1/8” scale.**
- All construction documents must show in detail that the proposed work will be in accordance with the construction codes.

## FEE SCHEDULE

\$400.00 or \$0.42 X total square footage, whichever is greater, Plus a Plan Review fee of \$100.00 for Manufactured Home and \$500.00 for Industrial Building.

## HELPFUL TELEPHONE NUMBERS

CALL BEFORE YOU DIG	811
Department of Transportation	706-646-6566
Fayette County Clerk of Superior Court	770-716-4290
Water System	770-461-1146
Environmental Health (Septic Tanks/Fields) – Suite 200	770-305-5415
Fayette County Permits & Inspections Department – Suite 201	770-305-5403
Fayette County Environmental Management Dept. – Suite 203	770-305-5410
Fayette County Planning & Zoning Department – Suite 202A	770-305-5419

Any questions you may have concerning the Plan Review Process should be directed to:  
 Steve Tafoya (770) 305-5127  
 Joe Scarborough (770) 305-5130