

City of Lyons

161 NE Broad St
Lyons, GA 30436
Office (912) 526-3626
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MOBILE HOME/MOVING PERMIT APPLICATION

Permit # _____

Date: _____ Current Zone: _____

Property Owner Name: _____

Site Address: _____ Tax Map Parcel: _____

Phone Number: _____

Mailing Address (if different from above): _____

City: _____ State: _____ Zip: _____

Name of Installer _____

Phone# _____ Mailing Address _____

City: _____ State: _____ Zip: _____

Installers Occupational Tax Certificate # (REQUIRED) _____

Structure Information:

Site:	Type:	Condition:	Proposed Use:
<input type="checkbox"/> New Lot	<input type="checkbox"/> Single Wide	<input type="checkbox"/> New	<input type="checkbox"/> Residence
<input type="checkbox"/> Existing	<input type="checkbox"/> Double Wide	<input type="checkbox"/> Used	<input type="checkbox"/> Storage
	<input type="checkbox"/> Triple Wide		<input type="checkbox"/> Commercial Office
	<input type="checkbox"/> Modular (Units:___)		<input type="checkbox"/> Other: _____

Size _____ Decal# _____ Dealer _____

Year _____ Make _____ Model _____

Serial Numbers _____

Structure (Coming from): _____

Fee Schedule

Condition Bond/ Deposit \$500

Refundable if conditions are met before 90 days from date of inspection unless all conditions and standards are met prior to the end of the 90 days or an extension has been issued in writing by the Code Enforcement Officer. Entire bond will be **forfeited** by applicant after 90 days if conditions are not met.

Permit Fee \$200 (Nonrefundable)

Failure to remove a new manufactured home and pre-owned manufactured home from the jurisdiction upon failure to receive a certificate of occupancy or maintain a certificate of occupancy or obtain a moving permit for a previously permitted new or pre-owned manufactured home shall be punishable by a fine of \$ 50.00. Each day any violation under this ordinance continues shall be considered a separate offense.

Term – Building permit is active for six (6) Months from date of issuance: Provided that the work is not completed within the initial permit term.

A copy of the Recorded Deed and/or Recorded plat, Photographs of the interior and exterior providing evidence that home meets the minimum health and safety standard of section 8-89 of the City of Lyons Code, Owner condition Affidavit must be attached to this application

Signature of applicant verifies the above information is true and correct. I understand the conditions under which my permit is being approved and accepted that no changes or refunds can be made once issued. I am authorized to sign for the property owner and understand that any misrepresentation of information on this application may result in the revocation of the permit and/or possible enforce action being initiated against the property owner or his/her representative.

Applicant Name

Signature

For Official Use Only

Check List – Please Initial

- _____ Recorded Deed and/or Recorded Plat
- _____ Zoning – Certificate of use application approved
- _____ Photographs of the interior and exterior providing evidence that home meets the minimum health and safety standard of section 18-89 of the City of Lyons Code
- _____ Owner Condition Affidavit.
- _____ Permit Fees Paid
- _____ Taxes must be current

Approved by _____

Date _____

Inspection	Inspected By	Initial inspection Date	Final (approved) inspection
Interior Condition			
Exterior Condition			
Sanitary Facilities			
Heating System			
Electrical System			
Hot Water Heater			
Egress Windows (fire Dept.)			
Ventilation			
Smoke Detectors (Fire Dept.)			
Steps and Landings			
Skirting			

Zoning Verified by _____

Date _____

*Follow up inspections shall be charged \$50.00 for each inspection necessary

Certificate of Occupancy Approved by _____

Title _____

Date _____

MANUFACTURED HOME AFFIDAVIT

NAME: _____ PHONE # _____

I _____ am competent in all respects to testify regarding the matter set forth herein. I have personal knowledge of the facts stated herein and know them to be true. _____ is the owner of a Manufactured Home described below

Model _____

Year _____, Serial Number _____

The above described home meets the minimum health and safety standards outlined in Sec 14-89 of the City of Lyons Code of Ordinances.

SIGNATURE

DATE

SWORN TO AND SUBSCRIBED BEFORE ME
THIS _____ DAY OF _____, 20____

NOTARY PUBLIC, STATE OF GEORGIA
MY COMMISSION EXPIRES: _____

Sec. 14-89. - Minimum health and safety standards.

All new manufactured homes and pre-owned manufactured homes shall comply with the following before being issued a certificate of occupancy by the building inspector:

(1)*HUD Code.* Every new manufactured home and pre-owned manufactured home located in the jurisdiction shall be in compliance with the Federal Manufactured Housing Construction and Safety Standards Act, 42 U.S.C. 5401-5445 (the HUD Code) and shall not have been altered in such a way that the home no longer meets the HUD Code.

(2)*Interior condition.* Every floor, interior wall, and ceiling of a new manufactured home pre-owned manufactured home shall be in sound condition. Doors and windows shall be operable, watertight and in good working condition. The floor system shall be in sound condition and free of warping, holes, water damage, or deterioration.

(3)*Exterior condition.* The exterior of all new manufactured homes and pre-owned manufactured homes shall be free of loose or rotting boards or timbers and any other conditions that might admit rain or moisture to the interior portions of the walls or to occupied spaces. The exterior siding shall be free of rot and rust. Roofs shall be structurally sound and have no obvious defects that might admit rain or cause moisture to collect on the interior portion of the home.

(4)*Sanitary facilities.* Every plumbing fixture, water, and waste pipe of a new manufactured home and pre-owned manufactured home shall be in a sanitary working condition when properly connected, and shall be free from leaks and obstructions. Each home shall contain a kitchen sink. Each bathroom shall contain a lavatory and water closet. At least one bathroom shall contain a tub and/or shower facilities. Each of these fixtures shall be checked upon being connected to ensure they are in good working condition.

(5)*Heating systems.* Heating shall be safe and in working condition. Un-vented heaters shall be prohibited.

(6)*Electrical systems (switches, receptacles, fixtures, etc.)* shall be properly installed and wired and shall be in working condition. Distribution panels shall be in compliance with the approved listing, complete with required breakers, with all unused openings covered with solid covers approved and listed for that purpose. The home shall be subject to an electrical continuity test to assure that all metallic parts are properly bonded. Each new manufactured home and pre-owned manufactured home shall contain a water heater in safe and working order. This section shall be certified to the building inspector by a licensed and bonded electrician or by a qualified and licensed installer as certified by the State of Georgia. All cost for this certification is the responsibility of the owner of the home being installed. The county assumes no liability for this certification.

(7)*Hot water supply.* Each home shall contain a water heater in safe and working condition.

(8)*Egress windows.* Each bedroom of a manufactured home shall have at least one operable window of sufficient size to allow egress if necessary.

(9)*Ventilation.* The kitchen in the home shall have at least one operating window or other ventilation device.

(10)*Smoke detectors.* Each new manufactured home and pre-owned manufactured home shall contain one operable battery-powered smoke detector in each bedroom and in the kitchen, which must be installed in accordance with the manufacturer's recommendations.

(11)*Steps and landings.* Steps and landings are required for all new manufactured homes and pre-owned manufactured homes at all exterior exits/entrances. A minimum landing size of four feet x six feet of pressure treated lumber or elevated concrete is required. Landings should be established to insure stability. Landings should be installed at the same elevation, but shall be no more than six inches below the elevation of the entrance/exit. Loose and/or stacked steps are strictly prohibited. If the landing is over 30 inches from the ground study handrails and guardrails are required.

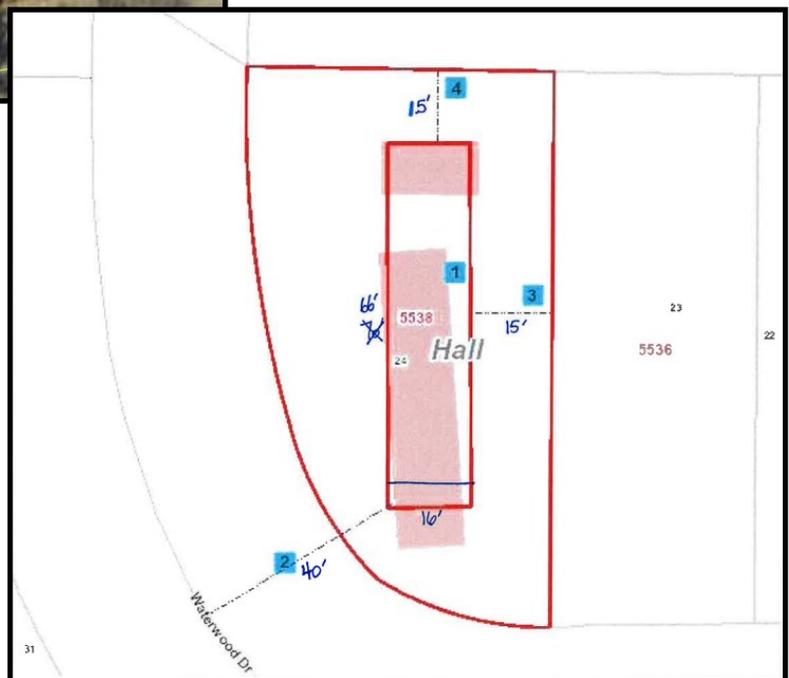
(12)*Skirting.* Installation of skirting shall be required. Installation shall be in accordance with the manufacturer's installation instructions. Acceptable materials include masonry, stone, fiberglass, simulated brick or stone, vinyl, or other materials for the purpose of skirting.

(13)*Towing devices.* All towing devices, wheels, axles, and bolt-on hitches must be removed (unless located in an approved and permitted mobile home park).

MOBILE HOME SITE PLAN AND STAKING INSTRUCTIONS

PRIOR TO APPROVAL OF A MOBILE HOME MOVING PERMIT, APPLICANT MUST USE THE WHITE FLAGS PROVIDED WITH APPLICATION TO STAKE ALL PROPERTY CORNERS AND CORNER OF PROPOSED LOATION OF MOBILE HOME. IN ADDITION APPLICANT MUST PROVIDE WITH THE APPLICATION ,A SITE PLAN.

MOBILE HOME LOCATION STAKING EXAMPLE.



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MOBILE HOME SITE PLAN AND STAKING INSTRUCTIONS

The site plan must contain approximate distance from road centerlines, the edge of pavement or road if dirt, distance from accessory structures, distances from property lines, mobile home size to scale, and the mobile home's approximate location.

