Board of County Commissioners

Office of Planning & Development

135 Gross Road • Kingsland, GA 31548

Phone: (912) 729.5603 • Fax: (912) 729.5543 • www.camdencountyga.gov

Online Portal:

https://app.govwell.com/camden-county

PERMITTING A MANUFACTURED HOME IN CAMDEN COUNTY

The following 8 steps are <u>required</u> for a manufactured home permit. Apply online at *https://app.govwell.com/camden-county.*

STEP #1: ZONING CERTIFICATION

This certification is issued after it has been determined if the property is zoned for a manufactured home. It is also determined whether or not the property is located in a flood hazard zone. If the property is in a flood hazard zone you will be given information listing the special requirements for locating in a flood zone. **THERE IS A $25.00 CHARGE FOR THIS ZONING CLEARANCE (*included in permit fee)***.

STEP #2: FLOOD ZONE VERIFICATION

You must check with the CRS, E&S Coordinator at (912) 510-4320 to verify if you are in a flood zone and if Elevation Certificates will be required.

STEP #3: SEPTIC TANK PERMIT

Contact Environmental Health for this requirement at (912) 729-6012.

STEP #4: RIGHT OF WAY ENCROACHMENT PERMIT

Contact Camden County Public Works Department at (912) 576-3028.

STEP #5: TAX LOCATION DECAL

You must obtain a Tax Location Decal from the Tax Commissioners Office in Woodbine. For information concerning the documents needed to get this decal call (912) 576-3248.

STEP #6: INSTALLERS PERMIT

This permit comes from the Georgia State licensed installer and must be presented before any permit will be issued.

STEP #7: SITE PLAN:

A site plan by a registered land surveyor showing where the manufactured home will be placed along with setback distances from the property lines.

STEP #8: ZONE 2 LABEL:

A picture of the Zone 2 label (tag) from the manufactured home. It can be found inside the home in one of three locations: on or near the main electrical panel, in a kitchen cabinet, in a bedroom closet.

The contractor setting up your home ***must*** be licensed by both the State of Georgia and a local municipality or county. We will need to know the make, year and size of the home. Camden County is in a hurricane prone area so the manufactured home must be a **"Zone 2**" home**.**

THERE IS A CHARGE FOR THIS PERMIT AND AN IMPACT FEE MAY BE ASSESSED

ALL STEPS MUST BE FOLLOWED EVEN IF A HOME HAS BEEN PREVIOUSLY LOCATED ON THE PROPERTY OR IF IT IS LOCATED IN A MANUFACTURED HOME PARK.

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MANUFACTURED HOME PERMIT APPLICATION ACKNOWLEDGEMENT

By ***initialing*** each box. I acknowledge that I have read and understand the following:

_____ Camden County is a hurricane prone area. Therefore, the manufactured home must be a **ZONE 2** home.

_____ Georgia law requires a manufactured home to be installed by a registered and licensed installed; there are no exceptions to this law.

_____ The manufactured home installer's permit must be affixed the inside of the panel box prior to the County Inspector's final Inspection and prior to approval of electrical service by this department.

_____ Prior to occupancy, the manufactured home shall be skirted with material designed to complement the appearance of the home. Skirting shall be of a solid material such as aluminum, galvanized metal, fiberglass, or rigid plastic.

_____ A minimum of 3' X 3' landing and stairs with guard rail and/or hand rails must be installed at each of the manufactured home's exits. Such landings and stairs must be made of wood or other approved material built to code.

_____ The following two inspections are required before all utilities will be turned on:

1. Inspections of proper anchoring at the lot location and all utilities are properly connected (i.e. septic/well/electrical).

2. Inspection of proper skirting and installation of landings and stairs.

_____ In addition to the manufactured home permit fee, the home may be subject to an impact fee per the Camden County Impact Fee Ordinance adopted May 15, 2008, effective January 1, 2009.

_____ There is a $100.00 service charge for any re-inspection.

_____ _____

Applicant's Signature Date

_____

Applicant's Printed Name

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MANUFACTURED HOME PERMIT

Applicant: _____

Address: _____

Phone Number: _____ Cell Number: _____

Email Address: _____

If you are not the owner, what is your relationship to the owner? _____

Owner of Subject Property:_____

Address of Subject Property: _____

Map & Parcel #: _____ Zoning: _____ Lot Size: _____

Description of work: _____

Single ☐ Double ☐ Triple ☐ # of Bedrooms _____ # of Bathrooms _____

Length: _____ Width: ____ Year: ____ Tag Number: _____ Make _____

Power Company ☐ OREMC ☐ Georgia Power

Contractors:	License # (State & Local)
_____ General	_____
_____ Electrical	_____
_____ Plumbing	_____
_____ Mechanical	_____

Elevation Certificate Required: ☐ Yes ☐ No

Office of Commissioner of Insurance and Safety Fire

Protect · Enforce · Educate · Inform

COMMISSIONER JOHN F. KING

TEMPORARY INSTALLATION PERMIT NO: TEMPORARY

AS EVIDENCED BY THIS PERMIT, THE INSTALLER CERTIFICES TO THE BEST OF THE INSTALLERS KNOWLEDGE AND BELIEF THAT THIS MANUFACTURED HOME HAS BEEN INSTALLED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE COMMISSIONER OF INSURANCE OFFICE IN EFFECT ON THE DATE OF INSTALLATION.

SAMPLE

Application Date _____

Estimated Installation Date _____

Manufacturer _____ License # _____

Retailer _____ License # _____

Installer _____ License # _____

Consumer _____ Address _____

County _____ City _____ Zip _____

Telephone Number _____ Email Address _____

Notes

IF YOU NEED ASSISTANCE

ManHousing@oci.ga.gov

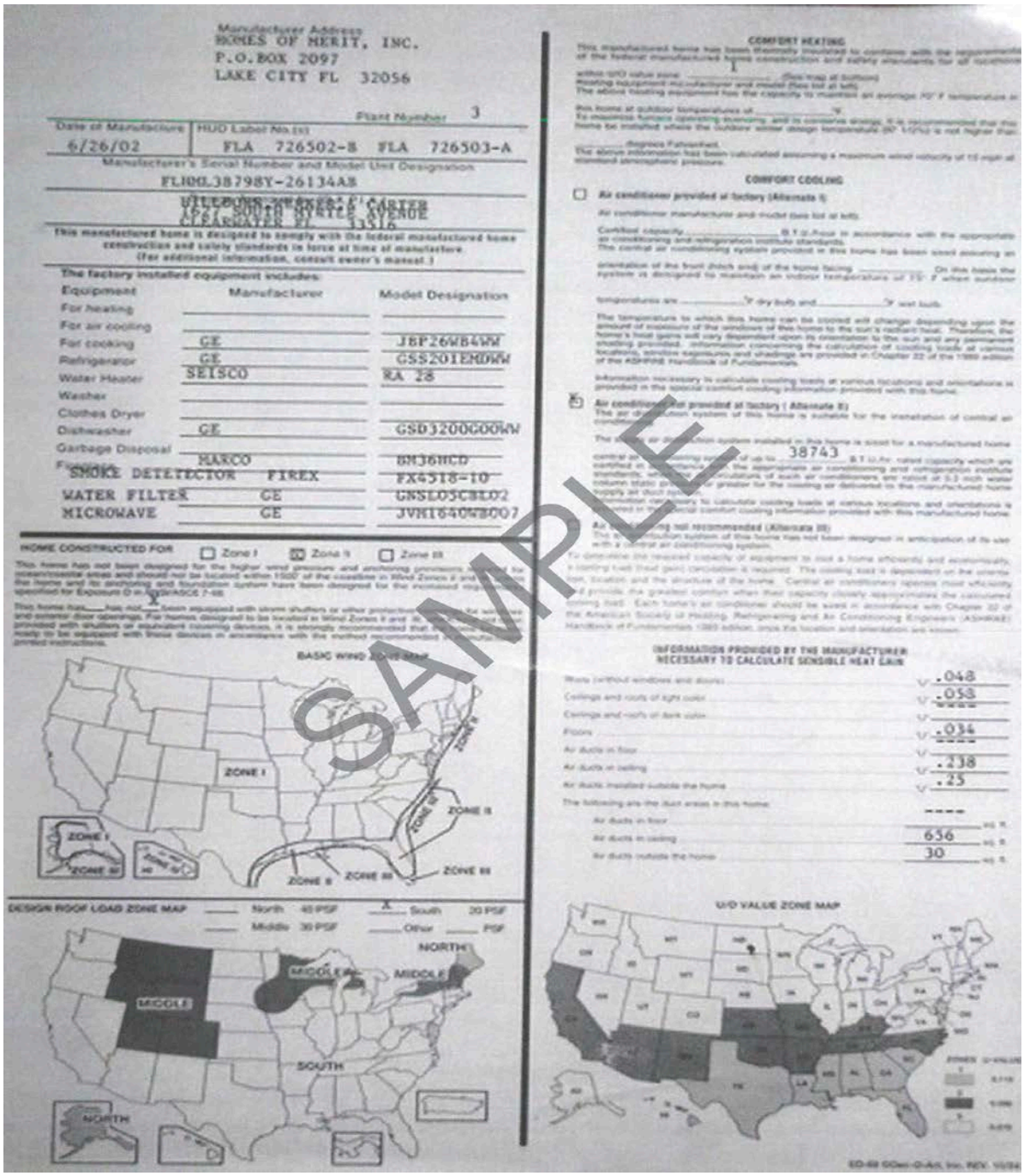
(404) 656-9498

Step #8

The **Data Plate** is a label affixed inside the home and is the size of a standard sheet of paper (8 ½" x 11"). The Data Plate can be found in a kitchen cabinet, an electrical panel, or a bedroom closet.

If your **Data Plate** is missing, contact the following designee: Chris E. Stephens, Commissioner of Insurance, Manufactured Housing Section, Floyd Building, West Tower, Suite 620, 2 Martin Luther King, Jr. Drive, Atlanta, GA 30334-9000, PH: (404)656-3687, FAX: (404)657-6971.

If you are unsuccessful in getting your **Data Plate** using the first two methods, you can try contacting Brad Davis Manufactured Homes. Business (404)656-9498, Fax (770)344-4815 and email: bdavis@sfm.ga.gov. He will need your name, contact #, email address and manufacture ID# of mobile home.



Camden County Impact Fee Schedule

Adopted June 4, 2024
Effective July 1, 2024

Land Use	Library Services	Parks and Recreation	Fire Protection	Public Safety	Road Improvements	Administrative Fee	Total Impact Fee	For Each
Residential								
Single-Family Detached Housing	$ 28.5079	$ 277.6644	$ 344.9662	$ 207.2163	$ 163.6096	$ 30.6589	**$ 1,052.6234**	dwelling
Duplex orTownhouse 1-3 stories	$ 28.5079	$ 277.6644	$ 344.9662	$ 207.2163	$ 124.9193	$ 29.4982	**$ 1,012.7724**	dwelling
Multi-Family Low Rise 2-3 stories	$ 28.5079	$ 277.6644	$ 344.9662	$ 207.2163	$ 116.9384	$ 29.2588	**$ 1,004.5520**	dwelling
Mid-Rise Multi-Family 4-10 stories	$ 28.5079	$ 277.6644	$ 344.9662	$ 207.2163	$ 78.7686	$ 28.1137	**$ 965.2371**	dwelling
Industrial								
General Light Industrial	$ -	$ -	$ 0.2186	$ 0.1317	$ 0.0833	$ 0.0130	**$ 0.4466**	square foot
Manufacturing	$ -	$ -	$ 0.2672	$ 0.1610	$ 0.0824	$ 0.0153	**$ 0.5259**	square foot
Warehousing	$ -	$ -	$ 0.0478	$ 0.0288	$ 0.0297	$ 0.0032	**$ 0.1095**	square foot
High-Cube Warehouse, fulfillment center	$ -	$ -	$ 0.0478	$ 0.0288	$ 0.0252	$ 0.0030	**$ 0.1048**	square foot
Mini-Warehouse (Self Storage)	$ -	$ -	$ 0.0924	$ 0.0557	$ 0.0243	$ 0.0051	**$ 0.1774**	square foot
High-Cube Warehouse, short term	$ -	$ -	$ 0.0923	$ 0.0556	$ 0.0314	$ 0.0054	**$ 0.1846**	square foot
High-Cube Hub Warehouse	$ -	$ -	$ 0.0966	$ 0.0582	$ 0.0803	$ 0.0070	**$ 0.2421**	square foot
Specialty Trade Contractor	$ -	$ -	$ 0.3819	$ 0.2301	$ 0.1704	$ 0.0235	**$ 0.8059**	square foot
Lodging								
Hotel	$ -	$ -	$ 78.6648	$ 47.3993	$ 138.6258	$ 7.9407	**$ 272.6306**	room
All Suites Hotel	$ -	$ -	$ 130.5055	$ 78.6358	$ 76.3396	$ 8.5644	**$ 294.0453**	room
Motel	$ -	$ -	$ 18.7908	$ 11.3223	$ 58.1222	$ 2.6470	**$ 90.8823**	room
Recreational								
Campground/Recreation Vehicle Park	$ -	$ -	$ 149.6542	$ 90.1738	$ 18.3909	$ 7.7465	**$ 265.9654**	acre
Movie Theater	$ -	$ -	$ 0.2000	$ 0.1205	$ 1.3549	$ 0.0502	**$ 1.7256**	square foot
Racquet/Tennis Club	$ -	$ -	$ 0.0671	$ 0.0404	$ 0.3767	$ 0.0145	**$ 0.4986**	square foot
Recreational Community Center	$ -	$ -	$ 0.1493	$ 0.0900	$ 0.5000	$ 0.0222	**$ 0.7615**	square foot
Institutional								
Private Elementary School	$ -	$ -	$ 0.0968	$ 0.0583	$ 0.2677	$ 0.0127	**$ 0.4355**	square foot
Private Middle School (Junior High)	$ -	$ -	$ 0.1132	$ 0.0682	$ 0.3499	$ 0.0159	**$ 0.5473**	square foot