McIntosh County Building & Zoning
912-437-6603
P.O. Box 2694 • 100 Madison Street
Darien, GA 31305

In order to obtain a permit for a Commercial Modular/Manufactured Office Building, you must have the following:

1. Copy of your **Septic Permit Approval**. *
2. Copy of your **Well Permit or County Water tap-in receipt**.
3. **Approval from Road Dept.** on your new or existing driveway. **
4. A copy of your **approved Plat**.
5. A copy of **current Deed** (showing ownership).
6. A **Plot Plan** showing measurements/setbacks from all property lines, all current and proposed structures and their sizes, as well as septic tank & drain field locations.
7. **Bill of Sale** or copy of **Sales Agreement** that shows the building ID# as well as the description and purchase price.
8. **Permit application page** and **affidavit sheets** filled out.

Important Phone Numbers

McIntosh County Building Department — **(912) 437-6603**
Health Department (for septic permit) — **(912) 832-5473**
McIntosh County Road Department — **(912) 832-5220**

ALSO:

a) You must have a state certified Mobile Home/Modular Building Installer
b) A vapor barrier, #6 poly, must be placed underneath the building.
c) You must have a licensed electrician.

The building must have a vapor barrier underneath, be tied down, hooked to both water and septic systems, be under-skirted, and the electrical service must be ready for the power company to connect BEFORE the Inspector is called. Electrical wire must be in conduit.

Last Name: _____

Permit # _____

(for office use only)

Permit Amount Paid $_____

STAFF check ONLY

HOMEOWNER check

STAFF USE ONLY

NOTE: Locating a mobile home on your property without having your PERMIT FIRST will result in your being fined/charged a double fee ($600^{00}).

FOR OFFICE USE ONLY
Director's Approval:
Date: _____
Inspector's Approval:
Date: _____

___ ___ Application Page

___ ___ Affidavit Page

___ ___ Septic Tank Permit from Environmental Health, ***912-832-5473***

___ ___ Well Permit **or** Water Receipt/Will-Serve letter
(Water Dept: County Annex, 1200 North Way, Darien, GA)

****NOTE** Commercial Businesses within 500 feet of county water must hook up to county water.**

___ ___ PT-41 or Bill of Sale

___ ___ Tax receipt (for buildings already in the county. The Tax Commissioner's office is also in the *County Annex, 1200 North Way, Darien, GA.*)

___ ___ Driveway Culvert letter from Road Dept., ***912-832-5220***

___ ___ Mobile Home Installer's State License

___ ___ Electrician's State License

___ ___ Proof that the home/building is designed for Wind Zone II ***(www.IBTS.org)***

___ ___ A copy of your Deed

___ ___ A copy of your Plat

___ ___ Elevation Certificate (if required. ***Are you in a Flood Zone? ___ YES; ___ NO)***

___ ___ A Site Plan/Plot Plan – MUST include: Measurements/setbacks from property lines, ALL structures currently on the property and their sizes, septic tank and drain field locations, and all proposed structures/ additions and their sizes.

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100 Madison Street ◆ **P.O. Box 2694**
Darien, Georgia 31305
(912)437-6603

Commercial Modular Office Building Application

Date: _____

Name: _____

Address: _____

Telephone: _____

Map & Parcel #: _____ Zoning: _____ Flood Zone: _____

Setbacks: Front: ____ feet; Sides: ____ feet; Rear: _____ feet

Landowner: _____

Address of **or** Directions to the Office Building: _____

_____

_____

Manufacturer _____ Model _____

Title # _____ Serial # _____

Purchase Date: _____ Purchase Price $_____

New _____ Used _____ Previous Owner: _____

Model Year _____ Width _____ Length ____ Singlewide ___ Doublewide ___ Triplewide ___

Bedrooms _____ Bathrooms _____ Fireplace _____

Condition of Modular Building: Very Good ___ Average ___ Fair ___ Poor ___

Roof Type _____ Foundation _____

Type of Heat & Air System _____

Permit #_____
(for office use only)

Affidavit Page

Commercial Permit Application

Burning or Burying of any construction/demolition material is a violation of State Law.

_____ Initial

Please call for inspections. Allow at least 24 hours advance notice (by 12pm previous day).
_____ Initial

If an inspection *fails*, or if an inspection is called in and *not ready when the inspector shows up on site*, a Re-inspection Fee WILL be charged and MUST be paid before the inspector can re-visit the site:

1st: $35.00

2nd: $50.00

3rd: $65.00 _____ Initial

I hereby certify that I have read and examined this permit application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of this permit does not presume to give authority to violate or cancel the provisions of any other state or local laws regulating construction or the performance of construction. This permit becomes null and void if work or construction authorized is not commenced within six (6) months or if construction is suspended or abandoned for a period of six (6) months at any time after work is commenced.

_____ _____

Owner/Taxpayer or Agent's Signature Date