



UPSON COUNTY BUILDING AND ZONING DEPARTMENT  
DRAKE BUILDING  
305 S. HIGHTOWER STREET, SUITE D-100  
THOMASTON, GA. 30286-4170 (706) 647-1297 FAX (706) 647-2693

## MANUFACTURED HOME BUILDING PERMIT REQUIREMENTS

- 1) COMPLETED MANUFACTURED HOME BUILDING PERMIT APPLICATION, WHICH INCLUDES, IN PART:
  - A. Model Number and Name of Manufactured & M/H Model
  - B. Year of Manufactured and Size of Manufactured Home
  - C. HUD ID Numbers
  - D. Dealer's Name and State ID#
  - E. Installer's Name and State ID#
  - F. Installer's Occupational Tax Certificate
  - G. Electrician's State License Number and Occupational Tax Certificate
  - H. Power Company Provider Name
  - I. Map and Parcel Numbers
  - J. Copies of Deed and Plat
  - K. Parcel Acreage
  - L. Physical Address Required (If not sure of address not yet assigned, call Carl McKinney-706-646-7997)
  - M. Site Plan
  - N. Zoning Information
  - O. Floodplain Information
- 2) Two sets of floor plans of Manufactured Home
- 3) Purchase order of Manufactured Home
- 4) DRIVEWAY PERMIT (Call the Road Dept 706-647-2824)
- 5) SEPTIC TANK PERMIT (ENVIRONMENTAL HEALTH DEPT 706-647-5749)
- 6) WELL PERMIT (ENVIRONMENTAL HEALTH DEPT 706-647-5749)
- 7) YELLOW TAX SLIP FROM TAX COMISSIONER'S OFFICE (See Keith Snidemiller)
- 8) PT41 FORM FROM TAZ COMMISSIONER'S OFFICE (See Keith Snidemiller)
- 9) ORDER **BLUE ADDRESS SIGN** FROM YOUR VOLUNTEER FIRE DEPARTMENT