



# County of Greenville

"... At Your Service"

Greenville County Square  
301 University Ridge, Suite 4100  
Greenville SC 29601-3660  
Phone (864) 467-7060 Fax (864) 467-7407

## MOBILE HOME PERMIT APPLICATION

APPLICATION MUST BE COMPLETED PRIOR TO REQUESTING PERMIT

Date: \_\_\_\_\_ Property Owner's Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
Exact Address of Property: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_  
Name of Mobile Home Park or Subdivision: \_\_\_\_\_ Space No: \_\_\_\_\_ Tax Map No: \_\_\_\_\_  
Is This A Corner Lot: \_\_\_\_\_ Name of Power Company: \_\_\_\_\_ Name of Gas Company: \_\_\_\_\_  
Name Mobile Home is registered in: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
**Road Information:** Private Road  Public Road  County Road  State Road

Zoning Classification: \_\_\_\_\_ \*If the property is in a zoned area of the County, prior to permit being issued, the zoning will be verified and all zoning requirements will have to be met (including setbacks, floodplain, road frontage, etc.) **Please check in the RMC Office, Suite 1300 for deed restrictions/covenants and subdivision regulations, which may prohibit mobile homes - these are the owner's responsibility.**

1. EXACT DIRECTIONS: \_\_\_\_\_
2. Type of Sewer Facility on the property:
  - Public Sewer: A sewer tap will be required from the Sewer District and a job acknowledgement form will be required from Western Carolina Regional Sewer Authority if this is the first time a mobile home will be on sewer at this location.
  - Septic Tank: Application for septic tank will be made through the Permit Application Center and will take at least four weeks for approval from the Health Department.
3. Mobile Home purchased from a Mobile Home Dealer – **a Copy of the Bill of Sale and Form 400 or Title will be required.**
4. Mobile Home purchased from Private Owner:
  - a. If purchased from someone in Greenville County, **we will require the name the mobile home was registered under with Greenville County \_\_\_\_\_ along with a Form 400 or Title.**
  - b. If purchased from someone in another County in South Carolina, **a moving permit from the other County and a Form 400 or Title will be required.**
  - c. If mobile home is purchased from out-of-state, **the city and state from previous location is needed and a Form 400 or Title will be required.**

Applications must be faxed to the Permit Application Center 48 hours in advance of permit pick up. For information regarding culverts, driveways, or encroachment permits, contact 467-7016 if the property is on a county road or 241-1221 if the property is on a state road.

The applicant hereby certifies and agrees as follows: 1) That he/she is authorized to make this application; 2) That he/she has read the above information and it is true and correct; 3) That he/she will comply with all County of Greenville ordinances, laws and regulations, all State and Federal Laws and regulations regulating the use of land and structures and the construction of structures; 4) That he/she will perform only the work outlined above at the property indicated above; 5) That he/she grants the right of entry to the property to the Building Official or employees of the County of Greenville for the purpose of inspections, and posting of notices. If any of the information supplied by the owner and/or owner's agent is incorrect, the permit may be revoked.

If you are part of the Credit Card Program, Credit Card No., Name on Card, Expiration Date and Zip Code are required  
Card No: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Name on Card: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**THIS PERMIT WILL BECOME INVALID WITHIN 6 MONTHS FROM DATE OF ISSUE IF: WORK HAS NOT COMMENCED, IF AN INSPECTION HAS NOT BEEN REQUESTED, OR IF WORK HAS BEEN SUSPENDED FOR A PERIOD OF 6 MONTHS.**

This permit is permission to proceed with construction and shall not be construed as authority to violate, alter or set aside any of the provisions of the Building Code and any other applicable laws or ordinances, nor shall the issuance of this permit prevent the Building Official from requiring correction of errors in construction documents or of violations of the Building Code of the County of Greenville, South Carolina.

DATE: \_\_\_\_\_ BY OWNER OR AUTHORIZED AGENT: \_\_\_\_\_  
 Further Information Needed  Ready for Pickup Permit No: \_\_\_\_\_ Cost of Permit: \$ \_\_\_\_\_