



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 Manufacturer & M/H Model
  - B. Year of Manufacture 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) DRIVEWAY PERMIT (ROAD DEPARTMENT 706-741-1119)
- 3) SEPTIC TANK PERMIT (ENVIRONMENTAL HEALTH DEPT 706-647-5749)
- 4) WELL PERMIT (ENVIRONMENTAL HEALTH DEPT 706-647-5749)
- 5) YELLOW TAX SLIP FROM TAX COMMISSIONER'S OFFICE
- 6) ORDER [BLUE ADDRESS SIGN](#) FROM YOUR VOLUNTEER FIRE DEPARTMENT