

**Rockdale County**  
**Department of Planning & Development**  
**Application for a non-site built structure**

These requirements are applicable for anyone seeking a building permit to install a non-site built home (i.e. manufactured home or industrialized home) in the unincorporated areas of Rockdale County.

It is no longer legal to move a mobile home (manufactured prior to June 15, 1976) into the unincorporated areas of Rockdale County. Any used manufactured homes will need to be inspected by one of our building inspectors to ensure the structural integrity and habitability of the home before it is moved into Rockdale County.

Manufactured and Industrialized homes shall meet current zoning and building standards.

All application forms must be complete before they will be accepted for review by the Rockdale County Department of Planning & Development.

To be considered complete the application must provide the following information:

1. Proof of Housing and Urban Development (HUD) insignia (for manufactured homes) or proof of Georgia Department of Community Affairs (DCA) insignia (for industrialized homes) for the proposed home. The home's serial number, as indicated on the HUD or DCA insignia, shall be considered proof of the HUD or DCA insignia.
2. The manufactured date and the name of the manufacturer of the home.
3. Applicant must provide evidence of their ownership of the land upon which the home is to be located.
4. If the application is being made by a person other than the owner of the property, please provide a notarized letter signed by the property owner authorizing the permission to place the home onto the property. Please provide a copy of the lease agreement.
5. Proof of ownership of the proposed home such as a bill of sale or purchase agreement.
6. A scaled site plan prepared by a state-certified surveyor, engineer or state certified landscape architect. The site plan should indicate the total square footage of the property; the square footage of existing impervious area and the square footage of proposed (new) impervious area; including all structures, sidewalks, driveways, swimming pools, etc. (please refer to Section 302-68). A total percentage of the entire impervious area (existing and proposed) shall also be indicated on the site

plan. See the Table of Development Standards for the maximum percentages of impervious surfaces for Residential Zoning Districts.

7. Proof of a current water meter receipt or proof of a current approved plan for a well water system from Rockdale Water Resources &770-278-7400).
8. Copy of a current septic permit issued by Rockdale County Department of Environmental Health (770-278-7340) or a sewer tap permit from Rockdale Water Resources (770-278-7400).
9. If the proposed home is located outside Rockdale County, our county inspector will inspect the home for structural integrity and habitability.
10. Provide the physical dimensions of the home to be installed including: square footage of the home and a floor plan. If the applicant seeks to install the home on property zoned W-P(NR), A-R, R-1, R-2, CSD or MXD, the applicant shall also provide information detailing:
  - A. the roof pitch of the home
  - B. the width of the roof overhang on each exterior wall of the home
  - C. the type of materials used in the construction of the exterior walls and roofing materials
  - D. the construction materials to be used in the curtain wall around the perimeter of the home
11. A copy of the house mover's business license and state moving permit.