MOBILE HOME GUIDELINES

Inspections are NOT limited by this guideline and are subject to change without notification. All new homes are required to be set-up per manufacturer's installation instructions and they should be available on the job site if requested.

Please bring *all* of the following documents and information with you to the Building Codes Department to purchase a Mobile Home Permit:

1. A completed Manufactured Home Permit Application and an Electrical Permit Application must be completed in its entirety. **INCOMPLETE APPLICATIONS WILL BE RETURNED WHICH COULD DELAY PERMIT PROCESSING.**
2. The Contract/Sales Agreement or title for the mobile home.
3. A copy of the SC DES septic tank permit or proof of sewer service. *Union County office of DES (864) 429-1660.*
4. The property owner's name where the home will be located.
5. Proof of "911" street address for home provided by the *Union County 911 office (864) 429-1642.*
6. **If relocating from another county, we will need a copy of the moving permit and the paid tax receipt from that county.**

* *Please note that a Manufactured Home Permit Application will be required for all new mobile home setups, mobile home relocations, or an existing home to be registered by the current owner or a new owner that has not been inspected by this department.

Mobile Home Setup Fee (ALL INCLUSIVE)	**$100.00**
Re-Inspection Fees	**$25.00 per re-inspection**

NOTICE: ANY MANUFACTURED HOME THAT IS MANUFACTURED BEFORE JUNE 15, 1976, CANNOT BE MOVED WITHIN THE COUNTY OR OUT OF THE COUNTY.

The following are the requirements for installation and inspections. Please do not call for any inspections until all items have been completed in that step or applicant could be subjected to re-inspection fees. Power cannot be connected to any mobile home until all the requirements below are completed and inspected by the Building Codes Department.

MOBILE HOME INSTALLATION GUIDE/INSPECTION STEPS

1) ROUGH-IN INSPECTION

(a) Sewer and water supply plumbing complete
(b) Minimum 6-mil polyethylene must be applied in crawl space for a vapor barrier
(c) Tiedowns/anchors and piers installed to manufacture or state standards
(d) Mechanical/duct work must be installed
(e) Setback lines must be clearly marked to verify
(f) Permit card MUST be clearly posted at driveway entrance
(g) Driveway MUST have clear pathway to access home for inspection

2) FINAL INSPECTION

(a) Underpinning/Skirting installed and vented with access door. No wood products may be used. Metal less than 30-gauge thickness may not be used.
(b) 911 address must be visibly displayed on home with 6-inch numbers. If home is located more than 50 feet from the street, 6-inch 911 address numbers should also be located on the mailbox or at the driveway. **If a mobile home is located in a mobile home park, in addition to the numerical address, the lot number shall be posted.
(c) County decal sticker (#44) must be placed in the window of the manufactured home and visible.
(d) Landings and steps at every exit with handrails and guardrails shall be required
(e) Electrical work must be complete
(e) Functional smoke detectors are installed in every bedroom and living area except kitchen. If gas is installed, carbon monoxide detectors are required.

MINIMUM MOBILE HOME SET-UP REQUIREMENTS

All mobile homes must be installed and inspected in accordance with the applicable codes and ordinances of Union County and of the State of South Carolina.

WATER AND SEWAGE:
For public sewer, a sewer tap will be required from the sewer district and job acknowledgement will be required from the respective sewer company if this is the first time a mobile home will be on sewer at this location.

If a septic tank is required, application for the septic tank will be made through DES and a copy of that permit must be submitted to our department upon application for a mobile home permit.

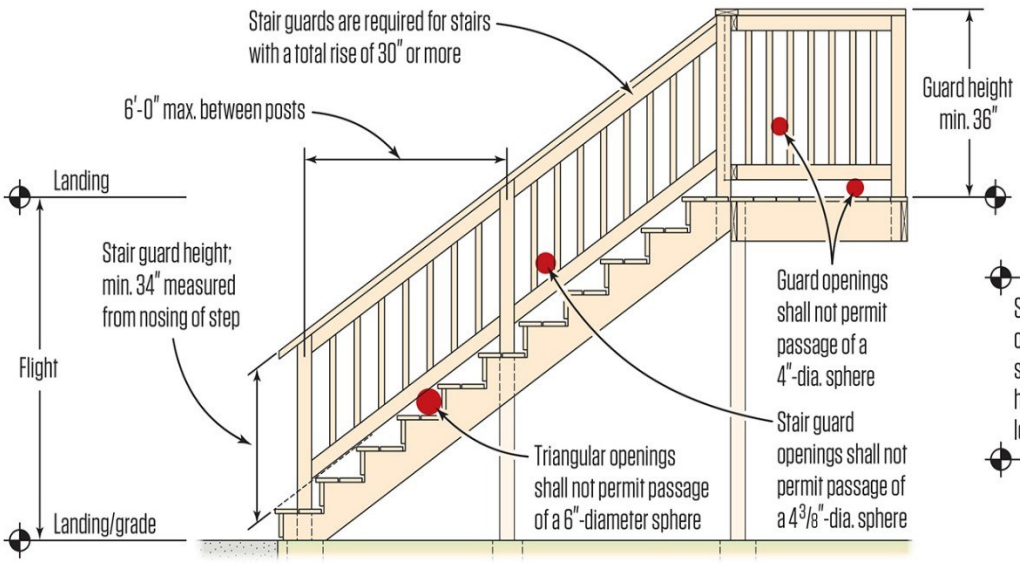
All water lines, sewer drainage pipes and connections shall be buried at least 12 inches below grade.

TIE DOWNS, ANCHORS AND PIERS:
Manufactured homes must be tied down, anchored and piers installed in accordance with the manufacturer's specifications and requirements. If the specifications are unavailable, applicable South Carolina requirements shall be followed.

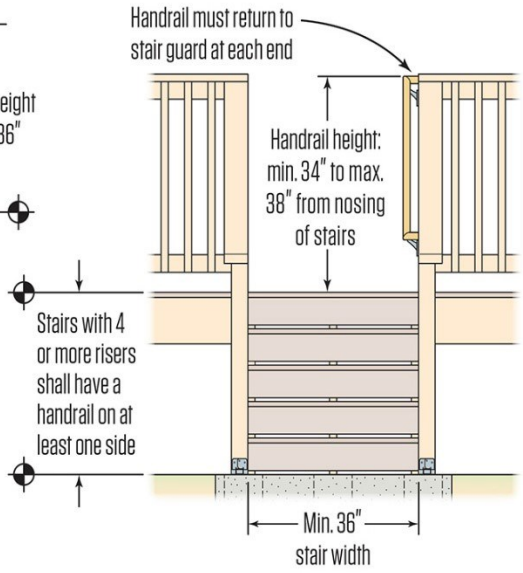
SETBACKS:
Manufactured homes located on an individual lot shall not be located less than five feet (5') from any side property line or other structures. Applicants are responsible for verifying applicable road right-of-way requirements with the appropriate agency including SCDOT or local public works department. Measurements shall be taken from the exterior side of the manufactured home in a straight line, to applicable property line or nearest right-of-way boundary.

STEPS AND LANDING:
Steps and landings shall be designed for mobile homes or constructed in such a manner as to ensure the safety of persons entering and exiting the home and meet the requirements as defined in the currently adopted SC building and ICC codes. Steps and landings are required at all outside entrances including patio doors and must be in place before final inspection request is made. See diagram below for dimensions and design required of steps/landings.

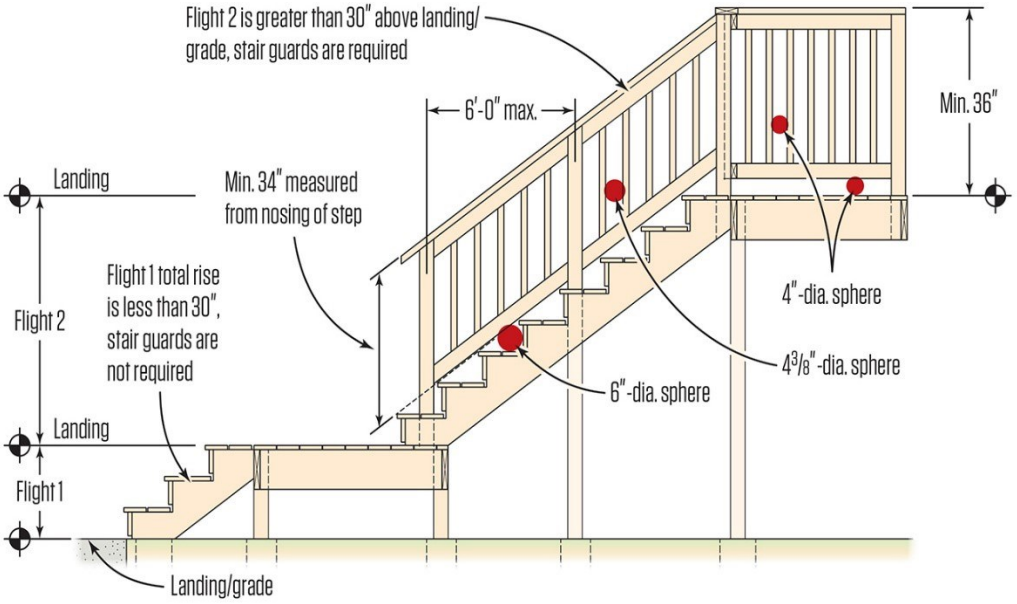
Stair Guard Requirements



Handrail Requirements

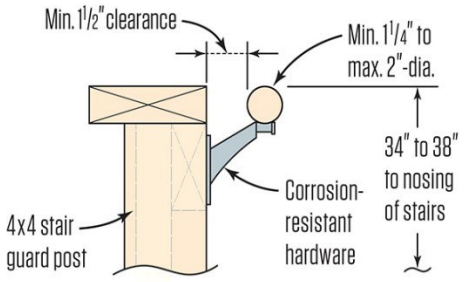


Stair Guard Requirements

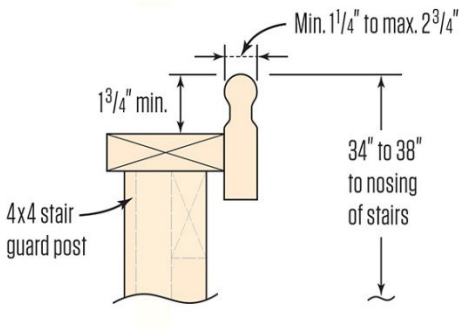


Handrail Mounting

Type I Handrail



Type II Handrail



ELECTRICAL:

All service wires should be protected from physical and weather damage by conduit and the proper conduit connectors. The conduit shall be continuous from the outside service equipment to the inside panel. Conduit outside mobile home foundation/footprint shall be buried 18 inches below grade. Once under the mobile home, the conduit can be supported by straps to the frame with approved hangers.

Make sure to maintain 36 inches of clear space in front of your service equipment. The main service equipment enclosure shall be bonded to the neutral bus bar. Grounding of the main service equipment shall be made by means of a minimum size #6 continuous copper wire to TWO approved 8ft. ground rods spaced a minimum of 6 feet apart, driven in the ground near the service equipment (Per Section 3608 SC – IRC). The grounding electrode conductor shall be installed in one continuous length without splices or joints.

The power feeder from the main service equipment to the inside panel shall consist of #4 insulated, color-coded conductors shall be connected to the load side of the main disconnect breaker located in the service panel and to the line side of the main breaker in the panel box inside the mobile home. Both the white and green wires are connected to the grounded neutral bus bar in the main service equipment. In the panel box inside the mobile home, the white wire is connected to the neutral bus bar and the green wire is connected to the separate equipment grounding bus that is bonded to the panel box enclosure.

Make sure to use a #4-wire insulated conductor approved for the ampacity of the panel's main breaker and rated for installation in a wet location or ground contact

CONDUCTOR TYPES AND SIZES

	COPPER			ALUMINUM		
AMPS	2-HOT	NEUT.	GND.	2-HOT	NEUT.	GND.
200	2/0	#1	#6	4/0	2/0	#4
175	1/0	#2	#6	3/0	1/0	#4
150	#1	#3	#6	2/0	#1	#4
125	#2	#4	#8	1/0	#2	#6
100	#4	#8	#8	#2	#4	#6