

BUYING A MOBILE HOME AND MOVING IT TO A PARCEL OF LAND YOU ALREADY OWN??

1ST Step: Visit the County Health Department and you need to bring a recorded plat and a level 3 soil report (Health Dept can provide a list of soil classifier if needed) to apply for a "Septic System Permit". After the Environmentalist has conducted a site evaluation of your property to determine the best location of the septic system, he will issue the permit. Fee is \$225-\$325, payable to Hart County Health Dept, for a new system and \$100. for a re-evaluation for an existing system. The Health Dept. is located at 64 Reynolds St., Hartwell, 376-2582. Hours are from 8:00 – 10:00AM only.

Step 2: Take your approved "Septic System Permit" to the Tax Commissioner's Office to obtain a new "Homestead Permit." The Tax commissioner is located in the County Courthouse, 376-3944. Hours are 8:30AM – 5:00PM.

Step 3: Take your "Septic System Permit", "Homestead Permit" and "Bill of Sale" to the E-911 Addressing/Permit Office to obtain a "Transportation Permit" to move the home to its new location. The Permit Office is located in the Administrative Services Building, 800 Chandler St., Hartwell, 376-1468. Hours 8:30AM – 5:00PM. Cost of the "Transportation Permit" is \$100.00.

Step 4: Talk to the E-911 Addressing Coordinator about getting a new address assigned, there is a ~~\$50~~ Fee. Notify them of any health problems E911 should be aware of if 911 had to respond to an emergency.

Step 5: The Public Works Personnel will also issue you a Certificate of Occupancy prior to your moving into your mobile home. Home needs tie-downs, stairs and landing. Skirting must be permanently installed within 30 days of Certificate of Occupancy.

Step 6: Contact Hart EMC about providing service to your site. Hart EMC is at 1071 Elberton Hwy., Hartwell, 376-4714. Georgia Power also services limited areas within the County. They are located at 1551 Zion CME Church Rd., Hartwell, 376-4727

Step 7: Between January 1st and April 1st of the next year, visit the Tax Assessors Office in the County Courthouse to report the changes made and sign for any exemptions that may apply.

**ORDINANCES ARE SUBJECT TO CHANGE, VERIFY WITH US
OR GO TO www.hartcountygga.org**

Hart County E-911 Addressing/Permit Office, Hartwell, 706-376-1468