

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

Step 1: Visit the Hart County Health Department – You will need to bring a recorded plat and a Level 3 soil report (Health Department can provide a list of soil classifiers 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 or she will issue the permit. If there is currently a system in place, the environmentalist will issue a re-evaluation permit instead. Please check with the Health Department for current fees for these permits. The Health Department is located at 64 Reynolds St. in Hartwell. Phone 706-376-5117 option 2.

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, N Forest Ave in Hartwell. Phone 706-376-3944

Step 3: Take your septic system permit, homestead permit, and bill of sale to the E-911 Addressing/Permitting 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. in Hartwell. Phone 706-376-1468. The cost of the permit is \$100.00

Step 4: Talk to the E-911 Addressing Coordinator about getting a new address assigned. There is a \$50.00 fee. Also notify them of any health problems E911 should be aware of in case 911 has to respond to an emergency.

Step 5: Contact Hart EMC about providing service to your site. Hart EMC is at 1701 Elberton Hwy in Hartwell, phone 706-376-4714. Georgia Power also services limited areas within the County. They are located at 1551 Zion CME Church Rd in Hartwell, phone 706-376-4727.

Step 6: Between January 1 and April 1 of the next year, visit the Property Appraiser’s Office at 194 Cade St. in Hartwell to report the changes made and to sign for any exemptions that may apply.

**ORDINANCES ARE SUBJECT TO CHANGE. PLEASE VERIFY WITH US OR GO TO
www.hartcountyga.gov**

**TRANSPORTING A MOBILE HOME YOU ALREADY
OWN TO ANOTHER PARCEL OF LAND YOU
ALREADY OWN??**

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

Step 2: Take your approved "Septic System Permit" and "Bill of Sale" to the Tax Commissioner's Office to obtain a new "Homestead Permit" (if you own the land) or a "Location Permit" (if you will be renting or leasing the land). The Tax Commissioner is located in the County Courthouse, 376-3944. Hours are 8:30 AM – 5:00 PM.

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

Step 4: Talk to the E-911 Coordinator about getting a new address assigned, there is a \$25.00 fee. Notify them of any health problems E911 should be aware of if 911 had to respond to an emergency.

Step 5: 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 6: 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.

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OR GO TO www.hartcountyga.org**

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

Hart County Transportation Permit Application Form

rev 8/14/19

Date

Mobile Home
Owner's Name

Mailing Address

City

State Zip Code

Owner's Phone No.

Address Home is
Being Moved To:

Tax Parcel Number
of Property:

Land Owner if not
same as home owner

Previous Owner's
Name:

Previous Location
of Mobile Home:

City

State Zip Code

Mobile Home Serial
Number:

Mobile Home Size Length Width

Name of Mobile
Home Transporter:

Please refer to Hart
County Code Sec. 50
for regulations

Documents Required

- 1.) Approved Septic permit
- 2.) Bill of Sale and PT-41 form, or valid title in the name of current owner
- 3.) Location decal and proof no taxes owed

Failure to provide all
required documents
will result in rejected
application for permit

Fees:

Transportation Permits
are \$100.00

Office Use Only

Permit No:

Date
Issued

Issued By:



HART COUNTY BOARD OF COMMISSIONERS
BUILDING PERMITTING
800 CHANDLER STREET
HARTWELL GA 30643
706-376-2024
www.hartcountyga.gov

**AFFIDAVIT OF RELATIONSHIP OF PERMIT APPLICANT
TO PROPERTY OWNER**

I, the undersigned applicant for a **TRANSPORTATION** permit in Hart County, GA, do hereby certify the following relationship with the owner of the property I propose to locate upon:

_____ I am the owner of the property, and my name as it appears on the permit is the same as it is shown on the deed and/or property record at the Appraiser's Office. (If name does not match due to recent purchase, a copy of the deed is required)

_____ I am a prospective buyer of the property *and* under contract with the current owner. (Copy of contract and notarized letter from seller is required for proof)

_____ I am a tenant of the current property owner, and have permission from the owner to obtain permits to build, renovate, or otherwise improve the property. (Notarized letter from owner required)

_____ I have a contractual agreement with the property owner other than the above conditions. This agreement is described as follows:

Signature of Applicant: _____

Printed Name of Applicant: _____

Date: _____

Office Use Only

Transport Permit Number: _____

Date Issued: _____



Affidavit

By signing below you are hereby certifying that you are aware of and will comply with the following County Ordinance for parcels of land subdivided after 2000:

County Ordinance Sec. 46-191. Lot sizes and proportions.

(c) The principal building on any lot shall meet the following setback requirements:

Front: 40 feet

Rear: ten feet. Applies to newly subdivided lots after enacted of this revision on July 27, 2010.

Side: ten feet

Signature of Owner

Date

Transportation Permit Number: _____