



Jasper County Building Department

358 Third Avenue, Post Office Box 1659
 Ridgeland, South Carolina 29936
 Phone (843) 717-3650 Fax (843) 726-7707

Mobile Home Building Permit Checklist

South Carolina State law requires that all mobile homes are registered and licensed in the county of location **prior to** moving, occupancy, or connection of electrical services.

No mobile homes manufactured more than 30 years old can be moved into the County.

	Zoning Permit: \$150 Apply Online (see back of page)
	Building Permit: \$200 Apply Online (see back of page)
	Encroachment Permit if applicable: (not needed for replacement or secondary residence) <input type="checkbox"/> SCDOT- (843)726-3431 <input type="checkbox"/> Jasper County Public Works- (843)726-7740
	Copy of a State or Federal ID for Applicant
	911 Address Certification: GIS@jaspercountysc.gov 843-717-2630
	DHEC Septic tank Permit to Construct, If Existing: Approval from Licensed Septic Contractor, or BJWSA Intent to Serve: DHEC- 104 Parker Drive, Beaufort, SC (843) 846-1030 BJWSA- 6 Snake Road, Okatie, SC 29909 (843) 987-9292
	Title: Provide title in your name or bill of sale and Form 400 from the DMV
	Mobile Home Information. Provide the following: <input type="checkbox"/> Document Proving Wind Zone II: New MBH - Spec sheet from dealership, Used MBH - IBTS Certification www.ibts.org 866-482-8868 <input type="checkbox"/> Year, make, size, square footage, and color of outside and shutters <input type="checkbox"/> Site Plan showing placement of MBH on Parcel of land with distance from property lines <input type="checkbox"/> For Used Mobile Homes: Habitability Standard Form must be signed. Pictures of Mobile Home to include: front and back of outside; living area, kitchen, and each bathroom.
	Mover and Setup Contractor Information: Name, address, phone, and license #
	Moving Permit from the County the home is moving from, if applicable Moving permit is not required if purchased from a dealer.
	Decal from Assessors Office
Documents Needed Prior to CO Inspection	
	DHEC Final septic Tank approval if applicable (both bottom signature lines are required)
	Final Flood Elevation Certificate if Flood Zone A/AE
Needed After CO	
	Skirting must be installed within 60 days AFTER Final Inspection (do not install before)

HOW TO APPLY ONLINE

Go To:

<https://www.jaspercountysc.gov/>

Services

Apply for Building **and** Zoning Permits

Step 1

Search for the parcel using **ONE** of the following:

Property Owner Name, Address, or Parcel Number

Step 2

Create a Free Account

[Start now >](#)

[Already have an account click here to login >](#)

Step 3

Select Permit Options

Choose “Manufactured Home” for your project

Step 4

Submit Permit for Approval

Enter all information requested for your permit application and upload all required documents before submitting. Then track the progress of your permit application from submission to approval.