



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)	
<input type="checkbox"/>	Site Plan showing placement of MBH on Parcel of land with distance from property lines
<input type="checkbox"/>	911 Address Certification: GIS@jaspercountysc.gov 843-717-2630
MANUFACTURED HOME PERMIT: \$200 Apply Online (see back of page)	
Driveway / 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	
DHEC Septic tank Permit to Construct, If Existing: Approval from Letter from Licensed Septic Contractor, or BJWSA Intent to Serve:	
<input type="checkbox"/>	DHEC- 104 Parker Drive, Beaufort, SC (843) 846-1030
<input type="checkbox"/>	BJWSA- 6 Snake Road, Okatie, SC 29909 (843) 987-9292
Title:	
New MBH:	<input type="checkbox"/> Bill of sale and <input type="checkbox"/> Form 400 from the DMV
Used MBH:	<input type="checkbox"/> Provide Title in your name
Mobile Home Information. Provide the following:	
<input type="checkbox"/>	Year, <input type="checkbox"/> make, <input type="checkbox"/> size, <input type="checkbox"/> square footage, and <input type="checkbox"/> outside color and <input type="checkbox"/> shutters color
<input type="checkbox"/>	Document Proving Wind Zone II:
	New MBH - Spec sheet from dealership,
	Used MBH - IBTS Certification www.ibts.org or call 866-482-8868
For Used Mobile Homes: Habitability Standard Form must be signed. Pictures of Mobile Home to include:	
<input type="checkbox"/>	Front Exterior <input type="checkbox"/> Back Exterior <input type="checkbox"/> Livingroom area <input type="checkbox"/> Kitchen <input type="checkbox"/> Each bathroom.
Mover and Setup Contractor Information: <input type="checkbox"/> Name <input type="checkbox"/> address <input type="checkbox"/> phone <input type="checkbox"/> license # SC LLR & Jasper County	
Moving Permit from the County the home is moving from, if applicable A 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/>

➤ **Click:** Planning & Building



Jasper County SC Zoning Permit Application

Apply online for a Jasper County, SC Zoning Permit

[START APPLICATION](#)

1. Select Jasper County SC **Zoning Permit** Application.

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

➤ Property Owner Name, Address, or Parcel Number

3. Select the property & click search, then next.

The screenshot shows the 'Jasper County SC Zoning Permit Application' page. On the left, there's a sidebar with the Jasper County logo, the application title, a user ID '348398', and buttons for 'VIEW SUMMARY' and 'NOTES'. Below this is a progress indicator with '1 Search Parcel Data' and '2 Next Steps...'. The 'Estimated Fees' section shows an 'Estimated Total' of '\$0.00'. The main content area has a search bar with tabs for 'SEARCH', 'MAP', and 'MY PARCELS'. Below the search bar are input fields for 'Parcel ID:', 'Property Owner:', and 'Property Address:'. The 'Property Owner' field contains 'jasper county'. A 'SEARCH' button is below these fields. Below the search bar is a table with columns: 'Parcel ID', 'Address', 'City', 'Owner Name', and 'Acres'. The table has one row with the following data: '052-00-10-039', 'JASPER COUNTY', and '0.480'. At the bottom of the table are buttons for 'BACK', 'DISCARD', 'SAVE & EXIT', and 'NEXT'. The 'NEXT' button is highlighted with a yellow box.

4. Create a Free Account

➤ Start now > Already have an account click here to login.

5. Submit Permit for Approval

Enter all the 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.

6. Complete **Manufacture Home Permit** Application

Manufactured Home Permit

Apply online for a Jasper County SC Manufactured Home Permit. This application is also for the Mobile Home Retirement Certificate.

[START APPLICATION](#)



Jasper County Planning and Building Department

Manufactured Home Final Inspection Requirements

Please make sure all items listed below are complete before calling for a mobile home inspection:

- ☐ Address: House number must be posted on the home and mailbox.
- ☐ The mobile home must face the street if possible.
- ☐ The mobile home must be un-skirted at inspection and skirting is required within 60 days of final approval.
- ☐ The mobile home must be anchored.
- ☐ The septic tank must be connected to the mobile home.
- ☐ Final septic tank approval from DHEC must be submitted to the Building Department.
- ☐ The water line must be connected to the mobile home.
- ☐ The electric panel must be code compliant, connected to the mobile home and grounded.
- ☐ There must be a working smoke detector in each bedroom and in hallway or area leading to bedrooms.
- ☐ The Jasper County Mobile Home Decal must be placed in the mobile home window.
- ☐ Steps with graspable handrails must be placed at each door. If doors open out, steps will need a 3 ft. x 3 ft. landing.
- ☐ Access / Driveway must have clearance and support for emergency vehicles.
- ☐ If located in Flood Zone A/AE, Final Elevation Certificate must be submitted to the Building Department.

If for any reason you call for an inspection and these items are not complete, you will be charged a re-inspection fee of \$50.00 prior to the next inspection.

PLEASE USE THIS LIST AS A CHECKLIST.