

**REQUIREMENTS FOR SETTING UP MOBILE HOMES IN
DORCHESTER COUNTY
500 N MAIN ST BOX 3
SUMMERVILLE SC 29483
843-832-0011 or 843-832-0012**

If Mobile Home is moving out of Dorchester County – you only need to obtain a Moving Permit from the Assessor's Office

BEFORE A MOBILE HOME CAN BE PLACED ON PROPERTY
A VALID ADDRESS IS REQUIRED ***** NO SHARING OF ADDRESSES

STEP 1

Zoning Approval Letter:

Complete the Zoning Approval letter for new site location from the Planning & Zoning Dept in Summerville @ 500 N Main St.

- ✓ Location Address with tax parcel # of property.
- ✓ Site plan of lot showing Mobile Home placement & setbacks from Mobile Home to property lines.
- ✓ Property Ownership OR Lease Agreement.

Note:

- ✓ Property with existing septic tank & well - you will need to check with Water & Sewer department for availability/need to tap into line vs. existing septic tank (DCWAS, 235 Deming Way, 843-832-0075).
- ✓ New property with new septic – at time of Set up Application we will need final construction approval from DHEC Dept (843-953-0465).
- ✓ Property with existing sewer & water – receipts showing account set up in name.
- ✓ New property with sewer & water – at time of Set Up Application we will need the paid sewer & water receipts from the appropriate offices DCWAS - 843-832-0075, Summerville CPW - 843-871-0810, Water Authority - 843-875-0140.
- ✓ New Property in District II -
 - ❖ District II school impact fee will apply (\$2500.00) unless a waiver letter from the school is obtained, 843-873-2901 ext 3022.
 - ❖ Transportation fee will also apply (\$581.00). To be paid at time of Set-Up application.(Both fees will not apply if there was an occupied home previously on the property).
- ✓ District IV – Transportation Fee of \$581.00 may apply depending upon address.

STEP 2

Obtain your Decal / Moving Permit from the Assessor's Office.

Your Decal / Moving Permit within county will be issued @ assessor's office after the Zoning Letter is approved. You will need the following:

- ✓ Buying from a dealer - form 400 & buyer's contract along with moving permit from other county.
- ✓ Buying from individual to new owner - clear title in new owners name or form 400 completed with moving permit from other county.

STEP 3

Mobile Home Set Up Application

Mobile Home Set-Up Permit is obtained at the Building Dept in Summerville @ 500 N Main St.

- ✓ New owner - will need to provide decal information from assessors.
- ✓ Same owner - will need to provide moving permit from assessors.
- ✓ If moving from another county into Dorchester County – you will need to provide proof of Wind Zone II. You will also need to provide a copy of the moving permit from the County it is being moved from.
- ✓ If moving within Dorchester County - no wind zone data needed
- ✓ If property is in a flood zone – you will need to provide a flood elevation certificate (obtained from a surveyor) at time of application and again at time of inspection.
- ✓ If not existing septic - you will need to provide the DHEC final septic construction approval letter after installation OR sewer & water paid receipts from the appropriate office.

Cost @ Time of Mobile Home Permit Issuance

\$105.00 - Mobile Home Set Up Permit application fee

\$2500.00 - District II Impact Fee (if applicable)

\$581.00 - Transportation Fee (if applicable)

Paid by 3 Separate Checks.