

MANUFACTURED/MOBILE HOME REQUIREMENTS

No mobile home may be placed on any property or lot without first obtaining a permit. To obtain a MBH permit you must:

1. Meet with Zoning Administrator for zoning verification.
2. Provide certification of soil percolation test and provide site area as required by SC DHEC for septic installation, if not utilizing Town sewer.
3. Provide Recordable Plat of proposed site (2 copies) to include landscaping, illustration of any right-of-ways, easements, streets, buildings and drainage areas.
4. Submit a notarized "Letter of Intent."
5. Notarized letter from property owner (if required) *if heir's property, ALL heirs should know about the mobile home request and signature(s) must be notarized.*
6. Submit copies of Bill of Sale & Title Registration forms.
7. Submit evidence of mobile home being Windzone-2 compliant.

ONCE THE TOWN HAS APPROVED YOUR REQUEST YOU MUST:

1. Obtain a Charleston County MBH Movers Decal
2. *The Licensed MBH mover must have a State License and have a Business License from the Town of Hollywood.*

ADDITIONAL INFORMATION:

- Mobile home dealer can only move Mobile Home before 4:00 pm
- Provide electrical service pole at rear of unit, in accordance with SCE&G regulations, service wiring underground when feasible.
- Provide masonry wall foundation, or at a minimum be underpinned with wood lattice, vinyl sheet, metal panels or similarly aesthetically pleasing material.
- Steps and/or porches shall be integrally designed to add to the appearance of the unit as a permanent residential structure.
- All towing apparatus (wheels, axle, tongue) must be removed before C.O. is issued. May be stored [hidden] under home and screened.

Storage of Mobile Homes Not Permitted:

Mobile Homes may not be stored or otherwise placed on lots without meeting these requirements.

MOBILE HOME PERMIT FEES

MOBILE HOME PERMIT FEES:

MBH Permit Application	\$130.00
Electrical Permit (Additional amperage over 200= per x.10)	\$70.00
Certificate of Occupancy	\$50.00
<u>TOTAL FEE</u>	<u>\$250.00</u>

TOWN OF HOLLYWOOD
Mobile Home Permit Application
6322 Hwy 162, Hollywood, SC 29449
Phone: 843-889-3222 Fax: 843-889-3636
Fee \$130.00

Date: _____ Permit Number: _____

SITE LOCATION: _____ LOT: _____

NAME & ADDRESS OF OWNER: _____

Nature of work: _____
TMS# _____
Zoning District _____
Flood Zone _____
Total Sq. Ft. _____
Dimensions _____

Mobile Home Dealer or Mover _____
Phone Numbers _____
Address _____

Foundation: _____ Other _____ Water _____
Construction: _____ Other _____ Sewer _____
Roof: _____ Other _____ Septic Tank _____
No. of Stories _____ # Bedrooms _____ # Baths _____

Type of Heat: _____
Type of Fuel: _____

Signature of General Contractor _____ Date _____

Signature of Owner (if Owner is Builder) _____ Date _____

Permit Granted _____
_____ Date _____



JACQUELYN S. HEYWARD, *Mayor*

EZELL G. MIDDLETON, Mayor Pro Tem
ARNOLD COLLINS, Council Member
JOHN DUNMYER III, Council Member
ANNETTE SAUSSER, Council Member
KENNETH SMALLS, Council Member
MARLENE E. WALLACE, Council Member

6322 HIGHWAY 162
P. O. BOX 519
HOLLYWOOD, SC 29449
(843) 889-3222
(843) 889-3636 (fax)

TOWN OF HOLLYWOOD Mobile Home Registration Form

Date: _____

Applicant: _____

Current Address: _____

Telephone#: _____

New Address: _____

TMS#: _____ Zone: _____ Flood Zone: _____

Owner/ Dealer: _____

Telephone#: _____

Manufacturer: _____

Year & Model: _____ Purchase Price: _____

Length: _____ Width: _____ Wind Zone: _____

Mover: _____ Phone: _____

Planning & Zoning Administrator: _____

Status: _____ Date: _____

**THIS COMPLETED FORM MUST BE TAKEN/FAXED TO CHARLESTON COUNTY MOBILE
HOME DIVISION AT 4045 BRIDGE VIEW DRIVE, N. CHARLESTON, SC 29420
PH 843-202-7231/ FAX 843-202-7237**

**TOWN OF HOLLYWOOD
LETTER OF INTENT**

To Whom It May Concern:

I, _____, wish to move a mobile home into the Town of Hollywood for residential purposes. I am willing to abide by any procedures deemed necessary by the Town of Hollywood.

APPLICANT'S NAME (PLEASE PRINT)

APPLICANT'S SIGNATURE (PLEASE SIGN)

DATE

NOTARY PUBLIC SIGNATURE

DATE

MY COMMISSION EXPIRES: _____

