



# Anderson County Building & Codes

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Phone: 864-260-4158 Fax: 864-260-4795

This checklist has been developed in accordance with Anderson County Code of Ordinances and South Carolina Code of Laws, Title 31, and Chapter 17.

## MOVING A MOBILE HOME TO ANDERSON COUNTY FROM ANOTHER COUNTY

- Title to the mobile home in your name. If the original title is held by a finance company, a copy of the title (front and back) may be provided. Copies may be faxed to Building and Codes at (864) 260-4795. If the mobile home was recently purchased a bill of sale and completed title application (Form 400) must also be provided along with the title from the previous owner.
- Current and/or prepaid tax receipts and a moving permit from the county you are moving from.
- Tax clearance letter from the Anderson County Treasurer’s office. This clearance letter may be issued in the previous owner’s name. Location: 401 East River Street, Phone: (864) 260-4033.
- Complete name and address of the lien holder, if applicable.
- Tax map number where the home will be located or the exact name of the property owner.
- Approved septic tank permit from DHEC or other approved method of sewage disposal for the intended home site. Applications for septic tank are made with the Development Standards office. Location: 401 East River Street, Phone: (864) 260-4719. Application fee is \$150.00.
- E-911 address for the location and lot number if located in a mobile home park. To obtain an E-911 address, contact the E-911 addressing office. Location: 401 East River Street, Phone: (864) 260-4392
- A land use compliance letter from the Development Standards Department. Location: 401 East River Street, Phone (864) 260-4719
- Name of Licensed Mobile Home Installer/Contractor.

**License Fee**                    **\$ 5.00**  
**Inspection Fee**            **\$50.00 up to \$50,000**  
   **\$50.00 + \$1.30 per \$1,000 over \$50,000**

Revised: 6/1/09