

**RANKIN COUNTY
OFFICE OF COMMUNITY DEVELOPMENT
117 N. TIMBER STREET
BRANDON, MS 39042
601-824-2570**

Rankin County adopted an ordinance requiring a utility permit and inspection before there is a change in occupancy in any dwelling, building or structure (commercial or otherwise). The ordinance was adopted June 17, 2013, with an effective date of October 1, 2013. The following steps must be taken by the new occupant or property owner:

1. Complete Utility Permit Application
2. Pay \$100.00 Permit Fee
3. Schedule an inspection. (This is an inspection of the interior and exterior of the home.)

EXCEPTION: If there has been a home inspection by a Mississippi licensed home inspector dated within 90 days of the utility permit application the county may accept a copy of the report and waive the \$100.00 permit fee. The home inspection report must demonstrate that noted repairs/revisions have been made.

Please contact the Office of Community Development at 601-824-2570 if you have any questions.

Home inspection report can be emailed to
rlawrence@rankincounty.org
(Renee Lawrence)

Website where documents can be found:

rankincounty.org
County Departments
Community Development
FAQ Online Services
1) Utility Permit Application
2) maintenance inspection checklist
(for Rankin Co. Inspectors use only)

UTILITY PERMIT APPLICATION

Name of Applicant: _____

Address to be inspected: _____

Phone #: _____

Subdivision Name: _____

Is this a rental property? _____ Yes _____ No

Waste Management Account #: _____

Property Owners Name: _____

Mailing Address: _____

City/State/Zip: _____

Phone #: _____

Utility Companies

Electric Company: _____ Account # _____

Name on account: _____

Gas Company: _____ Account # _____

Name on account: _____

CERTIFICATION AND AGREEMENT

Application is hereby made for an inspection to determine if the existing building described is in compliance with codes and ordinances adopted by Rankin County. I hereby certify that I have read this application and that all information contained herein is true and correct, and that I am the owner or authorized to act as the owner's agent for this property

(For use by Rankin County Inspectors)

RANKIN COUNTY COMMUNITY DEVELOPMENT

UTILITY PERMIT/PROPERTY MAINTENANCE INSPECTION CHECKLIST

ADDRESS	LOT # / SUBDIVISION	DATE/TIME	PASS	FAIL
PLUMBING				
Kitchen area free of defects & leaks, hot & cold water available				
Water Closet/Lavatory/Bath free of defects & leaks, hot & cold water				
Water heater properly installed & in good working condition				
Comments:				
Comments:				
HVAC				
Heating & cooling unit properly plumbed, powered & ventilated				
Bathroom properly ventilated				
Comments:				
Comments:				
KITCHEN				
Countertop impervious, free of defects				
Food & utensil storage free of defects & insects				
Cooking equipment is secure, clean & in good repair				
Refrigerator clean & in good repair				
Comments:				
Comments:				
FIRE PROTECTION				
3" tall address numbers on single-family homes or mailboxes				
Smoke detector functional & properly located				
Comments:				
Comments:				
INGRESS & EGRESS				
Exterior doors are watertight, rodent proof, weatherproof				
Interior doors open & close properly, hardware functions properly				
Windows open, close & lock properly & are watertight & rodent proof				
Comments:				

Bathroom & Kitchen flooring is in good repair, clean & impervious to water		
Walls & floors are rodent-proof, clean & free of holes		
Comments:		
Comments:		
EXTERIOR		
Exterior surfaces are free from holes, breaks & rotten wood and are protected from elements. No peeling, flaking, or chipped paint.		
FOUNDATION: ¾ inch or larger		
BRICK: ¼ inch or larger		
Roof is free of defects, holes & able to support the weight		
Stairs & Porches protected from elements, support the weight & have railings		
Comments:		
Comments:		
LANDSCAPE		
Lawn mowed, shrubs trimmed, flower beds maintained, drainage adequate		
Yard & porches are free of debris		
Fence in good repair & free of holes, gate in working order		
Comments:		
Comments:		
INSPECTED BY:	REINSPECTION REQUIRED:	YES NO