

**APPLICATION FOR PERMIT  
 MANUFACTURED HOME**

**NOTE: Incomplete applications will not be processed**

10/07

Parcel # _____	OFFICE USE: <b>Zoned</b> _____ <b>Corner Lot</b> _____
<b>PROJECT ADDRESS</b> _____ City _____ Zip _____	
Subd/Development/Park _____ Lot _____ Bldg _____ Unit _____	
Directions: _____	
<b>PROPERTY OWNER</b> _____ Phone # _____	
Prop. Owner's Address _____ City _____ State _____ Zip _____	
<b>MANF. HOME OWNER:</b> _____ Phone #: _____	
Current Address: _____ City _____ State _____ Zip _____	
<b>MANF. HOME DEALER:</b> _____ Phone #: _____	
VIN: _____ YEAR: _____ SIZE: _____ Multi-Section Home: _____	
<input type="checkbox"/> A deck will be constructed which exceeds 36 sq. ft. : Sq Ft _____ Cost of Work \$ _____ (Additional fee will be charged)	
<b>SETUP CONTRACTOR:</b> _____ Phone # _____	
Street Address: _____ License # _____	
<b>ELECTRICAL CONTRACTOR:</b> _____ Phone # _____	
Street Address: _____ License # _____	
<b>PLUMBING CONTRACTOR:</b> _____ Phone # _____	
Street Address: _____ License # _____	
<b>HTG &amp; A/C CONTRACTOR:</b> _____ Phone # _____	
Street Address: _____ License # _____	
<b>ELECT. CONTRACTOR for Htg &amp; A/C:</b> _____ Phone # _____	
Street Address: _____ License # _____	
<b>WATER:</b> Public _____ Provider _____ Well _____ Prmt # _____ <b>SEWER:</b> Public _____ Provider _____ Septic _____ Prmt# _____	
I hereby certify that all information in this application is correct and all work will comply with the North Carolina State Building Code, Manufactured Home Regulations and all other applicable State and local laws, ordinances and regulations. I understand that electrical service will not be provided to this Home until all requirements of the codes have been met. Health Dept. approval shall be on site at time of final inspection. <i>Applicant is:</i> _____ <i>Owner</i> _____ <i>Occupant</i> _____ <i>Dealer</i> _____ <i>Other</i> _____ <b>Applicant Signature:</b> _____ <b>Date</b> _____	
PMT SUBMITTED BY: CK # _____, Credit Card on File _____, Cash _____ PURSUANT TO NCGS 25-3-506, A PROCESSING FEE SHALL BE CHARGED FOR ALL RETURNED CHECKS	<b>FEES:</b> Manufactured Home \$ _____ Deck over 36 sq. ft \$ _____ <b>TOTAL FEE</b> \$ _____
<b>FOR OFFICE USE ONLY</b> Flood Certification Required _____ _____ To be sited in accordance with approved site plan. <b>SETBKS:</b> Front _____ Rear _____ Left _____ Right _____	
<b>COMMENTS:</b> _____ <b>Zoning:</b> _____ <b>Date:</b> _____	

CUMBERLAND COUNTY PLANNING AND INSPECTION DEPARTMENT

Contractor: \_\_\_\_\_ Tele # \_\_\_\_\_ Type Contractor \_\_\_\_\_

Street Address \_\_\_\_\_ License#/Class \_\_\_\_\_

Work performed by this contractor: \_\_\_\_\_

Contractor: \_\_\_\_\_ Tele # \_\_\_\_\_ Type Contractor \_\_\_\_\_

Street Address \_\_\_\_\_ License#/Class \_\_\_\_\_

Work performed by this contractor: \_\_\_\_\_

*(Contractor Attachment Application may be used if additional space is required)*

**THE APPLICANT'S RESPONSIBILITY - IDENTIFYING PROPERTY LINES**

I, \_\_\_\_\_, certify that I am authorized for myself or on behalf of \_\_\_\_\_, owner, to make this application for a permit. I agree to be responsible for placing stakes to indicate property boundaries, right-of-way boundaries & easement locations for the project location above. I agree to verify the accuracy of such stakes before requesting any inspection. I acknowledge that I will not receive any inspections if these markers are not in place when an inspector arrives.

I waive any claim against the county and release it completely from liability for any damages resulting from any structures that do not meet the county zoning ordinance criteria because of incorrect marking of property boundaries, right-of-way boundaries or easement locations.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**MANUFACTURED HOME - OWNER CERTIFICATION**

I certify that I am the owner and occupant of this manufactured home. As such I intend to perform the following work:  
\_\_\_\_\_ Electrical \_\_\_\_\_ \*Setup/Tiedown \_\_\_\_\_ Plumbing \_\_\_\_\_ Heating./Air Cond.

I understand I am responsible for obtaining all permits, inspections, and ensuring the work conforms to the North Carolina State Building Code and Manufactured Home Regulations. **I understand I am responsible for making any corrections and paying any call back fees. The electrical service will not be provided to my home until all requirements of the codes have been met.**

Applicant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Setup/tiedown includes:** all ties, blocking, steps, landings, crawl space.

**Steps must meet the following requirements in order to comply with the Manufactured Home Regulations:**

1. Steps must be provided at all doors and of approved durable or treated wood. Steps must be at least 3 ft clear width.
2. Handrails may project into the stairway 3 1/2".
3. Maximum riser height shall be 8 1/4" and minimum tread depth of 10". When risers are closed, the treads may have a uniform projection not to exceed 1".
4. No tread run within a flight of stairs may exceed the smallest more than 3/8" or the greatest by 3/8".
5. The height of the riser (step) from the top tread, platform, or porch into the structure shall not exceed 8 1/2".
6. The bottom riser (step) may be less than the other risers.
7. A continuous handrail must be provided on all open sides of stairs leading to a porch, landing, or platform exceeding 30" in height. The handrail must be 30-35" in height.
8. All landings, porches, or platforms exceeding 30" must be provided with guardrails at least 36" high.
9. A minimum 3' x 3' landing is required at the top of exterior stairs where the door (not screen or storm door) swings outward over the stairs. There is an additional fee for landings that exceed 36 square feet.