



# HARNETT COUNTY CENTRAL PERMITTING

## HOW TO OBTAIN A MANUFACTURED HOUSING PERMIT

### *Manufactured Housing (Singlewide, Doublewide, Triplewide)*

strong roots • new growth

#### How to start the process

In order to obtain a Manufactured Housing Permit in Harnett County’s Jurisdiction, the following steps are required where applicable and generally in the following order:

**STEP One** (if not in Mobile Home Park): **LAND USE APPLICATION**-Use Harnett County GIS to complete. Applicant must have the following along with residential land use application:

- a. A recorded copy of the Deed\* for the property, or offer to purchase.
- b. A Site Plan or Plat Map drawn to engineer scale, if possible, on an 8½ by 11 sheet of paper showing existing and proposed structures’ dimensions and distances from property lines and driveway location as well as any easements.(see notes on back).
- c. Read & sign Manufactured Home Criteria if applicable, obtained from Central Permitting.

If you are in Coat’s ETJ you will need to get a zoning permit or approval letter from the town office to go along with **STEP One**. Lillington, Angier, Dunn, and Erwin will get their Manufactured Housing Permits from the towns; they only come to Central Permitting for Septic Tank, zoning permit still required.

**\*This can be obtained at the  
Register of Deeds Office  
Harnett County Courthouse  
U.S. 401 North  
(910) 893-7540**

*Septic Tank Permits/Well Permits are obtained through Central Permitting.  
Checklist must be completed and fee paid when submitting application.*

**NEW SEPTIC TANK FEE \$750.00**  
**EXISTING SEPTIC FEE \$100.00**  
**REVISION FEE \$25.00 + \$40.00 Site Plan Revision Fee**  
**(Improvement good for 5 years from issue, 6 months if tank is installed)**  
**NEW WELL PERMIT FEE \$250.00**

**LAND USE PERMIT FEE: \$25.00**

This fee is paid when permits are purchased.

**PERMIT VALID FOR 6 MONTHS (if no permits issued or inspections started)**

Homes going into a Mobile Home Park do not follow **STEP One**. You will be required to complete an Application for Existing Septic Tank Inspection for a Mobile Home Park. You will pay the fee for an Existing Septic tank. Follow **STEP Two** as is.

**STEP Two (can be turned in with step one):**

You will now need to obtain an Application for Manufactured Home Set-Up. You will need to get the Set-Up Contractor, Electrician, Mechanical Contractor, and Plumber to complete their portion and sign it. All other information can be provided by the owner. Once the application is completed bring it in along with **proof of age** of the home for the permits to be issued. Proof of age is obtained by a moving permit from the county the home is moved from or a Form 500 with year from dealer.

Note: Any decks or porches bigger than a 6 x 6 or any size covered porch/deck will need a building permit. This will require an additional permit with an extra charge. Please have contractor fill out Residential Building Application. Drop off plans for approval on covered decks or porches before obtaining permit.

Permit Fees:

**Singlewide = \$150.00**

**Doublewide = \$200.00**

**Triplewide = \$225.00**

**Numbers to Remember**

**Questions about Permits call 910-893-7525 ext 2**

**Questions about Inspections or plans call 910-893-7525 ext 3**

**Inspection Scheduling or Results 910-893-7525 ext 1**

**Environmental Health 910-893-7547**

**Planning 910-893-7525 ext 4**

**NCDOT 910-486-1496**

**REQUIREMENT FOR A SITE PLAN**

**SETBACK REQUIREMENTS**

*When applying for a **Land Use Permit**, it is necessary to provide a site plan, or engineered scaled drawing, of the property you are building on. The plat must show the location of the proposed structures as well as driveways & walkways, steps/porches/patios/decks, pools,wells and existing structures along with the dimensions of each structure and the distance to the front, rear, and closest side property line as well as to the nearest building on the same lot. This identifies what you want to do with your property, as well as aids the Environmental Health Department in locating an appropriate location for your septic tank. Easements must be shown & if possible, show all septic systems, county & well water lines, and underground utility lines on site plan. A Land Surveyor can help you or you may do it yourself to engineer scale, map and drawing must be to same scale. Please have original, faxes do not maintain scale.*

**Harnett County Setbacks**

All measurements except for closet building are taken from property line.

Front	35 Feet	Sidestreet/corner lot	20 Feet	Rear	25 Feet
Side	10 Feet	Closest Building on same lot	6 Feet		

**NOTE:** **Private Deed Restrictions** or **Restrictive Covenants** might require setbacks that exceed those above. The more restrictive requirements will govern. Consult your Deed. Everything will be submitted at our office.

**CENTRAL PERMITTING DEPARTMENT**

108 East Front Street, PO Box 65  
Lillington, NC 27546  
Phone (910) 893-7525 \* Fax (910) 893-2793  
[www.harnett.org/permits](http://www.harnett.org/permits)