



Town of Forest City

Inspections and Zoning Department
128 N Powell St, PO Box 728
Forest City, North Carolina 28043
fcbuilding@townofforestcity.com

PERMIT APPLICATION FOR MOBILE/MANUFACTURED HOME

In order for the Town of Forest City to issue a Building Permit for a Mobile or Manufactured Home, the following information will be required:

- 1) Zoning Approval: Manufactured homes are only allowed in an R-6 or R-20 zoned district; or existing Mobile Home Park
- 2) Completed Permit Application (attached)
- 3) Septic System Permit if sewer is not available or copy of Septic Tank Cleaning
- 4) Rutherford County Manufacturing Housing Mobile Home Tax Permit (from County Revenue Department)
- 5) Site Plan of lot or space; Sit Plan of Mobil Home Park, if existing and not on file
- 6) Driveway Permit-NC D.O.T. (if required)
- 7) Erosion Control Permit (if an acre of land or more is to be disturbed)

The Inspection Department may request more information or detail if needed. Upon receipt of this information, a plan review will be conducted before the application can be approved and the permit issued. If the home is not in an existing park, it must be set-up on an individual lot.

DEALER OR SET UP CONTRACTOR SHALL PROVIDE THE FOLLOWING:

- 1) Set up manual on the job site
- 2) Soil test information (form issued with permit)
- 3) Site Plan (showing size, location, porches, decks, setback requirements [all setbacks are measured from property lines and street rights-of-way])
- 4) Copy of recorded deed of the new lot

PERMIT FEES

Permit fee for Single Wide: \$100.00

Permit fee for Multi-Sectional: \$150.00

UTILITY CONNECTIONS

| <u>ELECTRIC</u> | <u>TAPPING SADDLE</u> | <u>SEWER</u> | <u>WATER</u> |
|---|------------------------------|------------------------|----------------------|
| Temporary Electric for Construction \$25.00 | Replacement \$50.00 | Connection \$750.00 | ¾" line \$750.00 |
| Permanent Electric \$30.00 | | | 1" line \$950.00 |
| Underground Connection \$30.00 | | | 2" line \$1600.00 |
| <i>Changing electric service from overhead to underground-See Public Works Director for fee</i> | | | |

ALL UTILITY FEES ARE CONNECTION FEES ONLY. A DEPOSIT MAY ALSO BE APPLICABLE. PLEASE CONTACT THE TOWN OF FOREST CITY UTILITY DEPARTMENT AT 828.245.0148.

Mission Statement

Our mission is to provide customer service and administer development codes to improve the quality of life for the people living and working within the city limits. This will be accomplished through policies, conducting inspections to ensure compliance with all related codes, and listening to and addressing the concerns of the community. We strive to provide for the public health, safety, and general welfare of the community through inspections, zoning, and the planning process.



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TYPES OF INSPECTIONS

- 1) Setbacks: See table of area/zoning classification for yard and height requirements
- 2) Pier Footings/Spacing: manufacturers' specifications
- 3) Tie Downs: manufacturers' specifications
- 4) Marriage Wall: manufacturer's specifications
- 5) Utility connections
- 6) Deck/steps

THE FOLLOWING ARE ZONING INSPECTIONS REQUIRED TO BE COMPELTED:

SR6: Class A Mobile Home on Individual Lot

- 1) The mobile home shall be at least 24 feet by 40 feet excluding towing apparatus.
- 2) The pitch of the roof shall have a minimum vertical rise of two and two tenths (2.2) feet for each twelve (12) feet of horizontal run and the roof shall be finished with a type of shingle that is commonly used in standard residential construction.
- 3) The exterior siding shall consist predominantly of vinyl or aluminum horizontal lap siding (that does not exceed the reflectivity of gloss white paint) wood, or hardboard, comparable in composition, appearance, and durability to the exterior siding commonly used in standard residential construction.
- 4) A continuous, permanent masonry foundation, unpierced except for required ventilation and access shall be installed under the mobile home.
- 5) The tongue, axles, transporting lights, and removeable towing apparatus shall be removed subsequent to final placement.
- 6) Installation shall be in accordance with North Carolina Department of Insurance Standards

Table of Area, Yard, and Height Requirements

| <u>DISTRICT</u> | <u>MINIMUM LOT SIZE</u> | | | | <u>MINIMUM YARD REQUIREMENTS</u> | | |
|-------------------|-------------------------|-------------------------------|------------------------|------------------------|------------------------------------|-----------------------------------|-----------------------------------|
| | Area (Sq Ft) | Dwelling Unit (Sq Feet) | Lot Width (Feet) | Lot Depth (Feet) | Front Yard Setback (Feet) | Side Yard Setback (Feet) | Rear Yard Setback (Feet) |
| R-20Single Family | 20,000 | 20,000 | 100 | 150 | 35 | 10 | 35 |
| R-6 Single Family | 6,000 | 6,000 | 50 | 100 | 25 | 10 | 10 |

NOTE: More inspections may or may not be required than are listed above depending on the work being completed.

NOTE: A new building shall not be occupied, or a change made in the occupancy, nature, or use of a building or part of a building until after the inspection department has issued a Certificate of Occupancy (CO). The CO shall not be issued until all required building and service systems have been inspected for compliance with this code and other applicable laws and ordinances and released by the inspection department.

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ZONING APPROVAL MUST BE OBTAINED PRIOR TO SUBMITTING APPLICATION

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Street Name: _____
(House number will be assigned by the Rutherford County 911 Addressing office)

Legal Description: Tax Map: _____ Block: _____ Lot(s): _____ Zoned: _____

Owner of Property: _____ Phone: _____

Mailing Address: _____ City/State: _____ Zip: _____

Owner of Home: _____ Phone: _____

Mailing Address: _____ City/State: _____ Zip: _____

Model: _____ Year: _____ Serial Number: _____

Will this structure be in a flood hazard area? Yes _____ No _____

Rutherford County Mobile Home Tax Permit Number _____
(must accompany this application before permit can be obtained)

DEALER AND SET UP INFORMATION

(Contractor must call and set up an appointment for inspection after each task is complete)

| CONTRACTOR | NAME | LICENSE # | PHONE # | CONTACT PERSON |
|-------------------|------|-----------|---------|----------------|
| Dealer | | | | |
| Set-up Contractor | | | | |
| Electrical | | | | |
| Mechanical | | | | |
| Plumbing | | | | |

Permission to enter Land

I furthermore certify that all information provided is correct and that I am authorized to grant and do in fact, grant permission to the local zoning officer and local building inspector and his agents, to enter on the property noted on the Forest City permit(s) for the purpose of this inspection.

Signature: _____ Date: _____

Zoning Official _____ Date: _____

Building Official _____ Date: _____

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MANUFACTURED/MOBILE HOME SOIL TEST INFORMATION

Owner: _____

Location: _____

Contractor: _____

Unit Make: _____ Serial Number _____

Size: _____ Year: _____

Date: ____/____, 20____

TORQUE TEST AFFIDAVIT

I, _____, have personally performed the torque test at the above location and have made the following determination as follows:

Test 1 _____ Test 2 _____ Test 3 _____

Signature **License Number** **Date**

PENTROMETER TEST AFFIDAVIT

I, _____, have personally performed the penetrometer. test at the above location and have made the following determination as follows:

Test 1 _____ Test 2 _____ Test 3 _____ Test 4 _____

Test 5 _____ Test 6 _____ Test 7 _____

Average Pocket Penetrometer _____

Signature **License Number** **Date**

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