



309 E. Market Street - Smithfield NC 27577 - 919-989-5060

Single and Doublewide Mobile Homes

Johnston County Building 09/2024

Important Notes

- New Mobile Homes are set up by the Manufacturers Set Up Manual
- Used Mobile Homes are set up by the Manufacturers Set Up Manual when available or by the most current Edition of the State of North Carolina Regulations for Manufactured Homes
- The Set-up Letter and Contractor Cards must be submitted to the office before an underside inspection can be scheduled. Set -Up Letter must be notarized. ? Power and Water will NOT be turned on until all inspections have passed and a Certificate of Occupancy is issued
- All Mobile Homes must have a source of permanent heat.
- The information in this brochure is based on the current edition of State of North Carolina Regulations for Manufactured Homes; consult the code for more detailed information. This brochure is not intended to replace any part of the code sections.

How much does the permit cost?

Single Wide Permit Fees

\$50 *Land Use/Zoning Fee

\$250 Building Fee \$35 Electrical Fee

\$35 Mechanical (HVAC) Fee

\$35 Plumbing Fee

\$405 Total Fees

*Subtract \$50 when zoning permit is obtained from a city or town jurisdiction

Doublewide Permit Fees

\$50 *Land Use/Zoning Fee

\$275 Building Fee

\$35 Electrical Fee

\$35 Mechanical (HVAC) Fee

\$35 Plumbing Fee

\$40 **Footing Inspection Fee

\$470 Total Fees

*Subtract \$50 when zoning permit is obtained from a city or town jurisdiction

**subtract \$40 if footing inspection is not needed

Deck Fees

\$75 Decks over 6'x6'

\$100 Covered Porches

Plans will need to be submitted with application and approved

Items Needed to Apply for a Permit

- **Zoning/Land Use Permit**

Details address, setbacks and other information about the lot. Available from the Zoning Jurisdiction for the lot address.

- **Water Provider**

- Well Water – Well Permit issued by Environmental Health (919) -989 -5180
- Shared Well – Shared Well Agreement through Environmental Health
- Community Well – If applicable, note on site plan
- Public Water – Utility Service Application from Public Utilities Department (919) -989 -5075
- Town Water – If the property is in a town's jurisdiction, we will need a receipt showing all utility fees are paid. A Zoning Permit will suffice.

- **Name of Power Company**

- **Environmental Health Permit (Septic Layout)**

Shows septic system location, well location and drawing of the lot. Available from Environmental Health Department (919) 989 -5180

- **Site Plan**

If you reside in the County, see the requirements on www.johnstonnc.com/inspections Click on Handouts and Building Information . Otherwise, you will need to check with your local municipality.

- **Mobile Home Information**

Need number of Bedrooms, number of Bathrooms, Dimensions, Make, Color, Cost, Serial number and Year. You can bring a copy of the Title, Form 500 or Bill of Sale. The information may also be found on the data sheet inside the home.

- **Footing Detail**

This can be supplied by mobile home company or be hand drawn. Not all mobile homes will require a footing inspection. A footing inspection is required when installing brick skirting over 40" in height. The minimum thickness of both the wall support and the pier support areas of the footing shall be 6". The section supporting the wall shall be 8" wide and piers shall have a projection of not less than 2". The bottom of the footing shall be a minimum of 4" below finished grade.

- **Deck Plans**

All decks and covered porches must be self - supporting. Any roof load added to single or doublewide home will require an evaluation by a Professional Engineer. Decks up to 36 sq. ft. (6'x6") will have to meet the Manufactured Homes Code. All decks larger than 36 sq. ft. will have to meet the 2018 NC Residential Building Code, [Appendix M](#).

- **Additions/Alterations Plans**

All additions and alterations will require plans to be submitted at permit application. Any additional roof load must be addressed by a Professional Engineer. * See Additions and Remodel brochure.

What Inspections Are Needed

- **Footing**

If needed, see notes above

- **Underside – Set Up letter must be turned in before scheduling inspection**

Pier Size, Spacing, Cap Blocks, Shims Anchors, paperwork required for Strong Man System if used No vegetation under home over 2" Insulate water lines if skirting is not brick PRV, Cut Off and Expansion tank, Well connections Dryer pipe to outside, hard pipe Condensate line to outside Duct work connections, ducts secured 4" above grade Service Line, minimum 18" trench depth Belly Liner intact, no holes Drain test, proper pipe supports and slope Bonding of multi sectional homes 100% 6 mil poly Proper bolting on sectional homes No standing water under home, grade reasonably smooth Water line test on field installed lines

- **Final Building**

House numbers steps, landings, decks under 6'x6' Skirting and grading Inspector will need access to the inside of the home and the underside

- **Final Electrical**

System Bond Inside and Outside Panel Connections, Ground Rods Disconnects Wiring for well, pumps, a/c units Label Panels

- **Final Plumbing**

Cut off and check valve at meter (public) well connection (private) Clean outs Anti – siphon hose bibs Water lines insulated

- **Final Mechanical**

Units Properly Supported There must be a permanent heat source

- **Decks over 36 sq. ft. (6'x6')**

These decks will require a footing inspection if footings are going to be poured. If posts are going to be placed on solid blocks, the footing can be left open and inspected at rough in. Type of footing will need to be detailed on plans.

- **Rough In Inspection for Decks over 36 sq. ft. (6'x6')**

Floor framing, joist and girder sizes, spans and spacing. Inspection done before decking boards are installed if deck is under 24" from grade.

- **Final Deck Inspection**

This will be done at the final inspections for the mobile home

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