

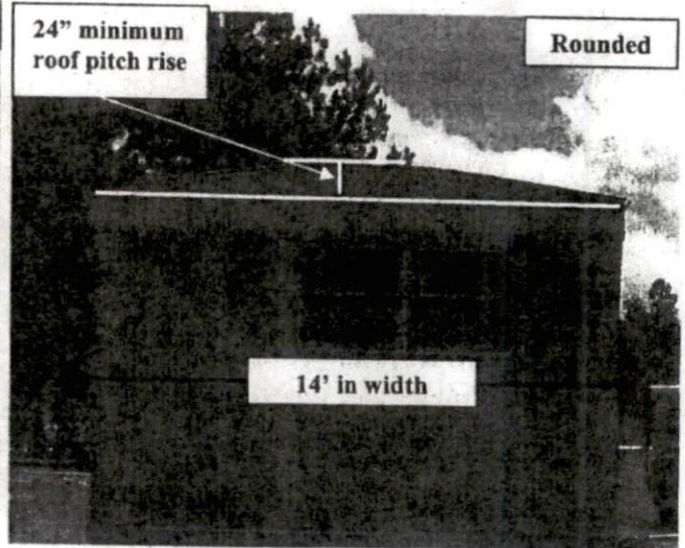
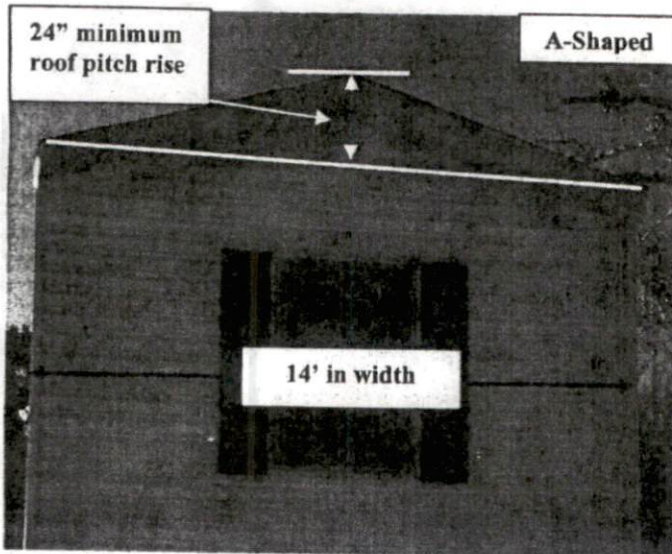
Date: 1/21/21

Application #: \_\_\_\_\_

**PROCEDURES AND GUIDELINES FOR MANUFACTURED HOMES**  
**Replacement & Removal Criteria and Certification**

I, Melva Tebbutt, do hereby certify the following:  
(Print Name)

1. That I own a tract of land located on SR \_\_\_\_\_ in an RA-30 / RA-40 or RA-20R / RA-20M zoning district which has a functional septic tank;
2. That the existing **single/double-wide** manufactured home is to be removed or was removed on \_\_\_\_\_ (date)
3. That I am replacing an existing (circle one) **single wide/double wide** manufactured home with a (circle one) single wide/double wide manufactured home or **other residential structure**, and;
4. That the replacement of this manufactured home creates 1 residence(s) on this single tract of land, and;
5. That there will be 1 manufactured home(s) on this single tract of land and I (circle one) **do/do not** own property within 500 feet of this tract that contains a manufactured home.
6. The home must have a pitched roof, for a manufactured home, whether A-shaped or rounded, which has a minimum rise of twelve (12) inches for every seven (7) feet of width. (See diagram)



Note: Most rounded roofs **will not** meet the roof pitch requirement as illustrated. The measurement from the peak of the roof to the base line of the roof must be 12" for every 7" of total width of the home. (Example: 14' wide home = 24" roof rise)

Continued...

7. The home must be underpinned, the underpinning must be installed in good workmanship-like manner along the entire base of a manufactured home, except for ventilation and crawl space requirements, and consisting of the following: metal with a baked-on finish of uniform color; a uniform design and color vinyl; or brick, cinder block, and stone masonry as well as artificial stone masonry.

8. The home must have been constructed after July 1, 1976.

9. The homes moving apparatus must be removed, underpinned or landscaped.

10. Select One of the Following Options Below

The current manufactured home will be removed prior to the Zoning Inspection.

• A valid moving permit or demolition permit shall be submitted and approved prior to issuance of permit for the new structure.

The current manufactured home will be removed after the final inspection has been performed and the certificate of occupancy has been issued. **\*Additional Fees and Requirements shall apply, see below for additional information.**)

**\*Additional Information for Option B: Temporary approval for replacement of a manufactured home is allowed only under the procedures and limitations stated below.**

*Please initial next to each item to indicate that you understand and have or will comply with as necessary.*

1. A valid manufactured home moving permit must be submitted for the removal of the existing home located on the property to Harnett County Planning Services. MT

2. A copy of a Bill of Sale or a Title Transfer of the existing home must be submitted to Harnett County Development Services. MT

3. Items 1 & 2 must be submitted to Central Permitting prior to your permit issuance. MT

4. Property owner acknowledges that due to the fact that a second zoning inspection is required, in order to facilitate this request, a re-inspection fee in the amount of fifty (\$50.00) dollars shall be paid during the permitting process. MT

5. Once the home has met all other zoning requirements, a temporary approval shall be granted in order to proceed with obtaining a certificate of occupancy. From the date the certificate of occupancy is issued, the property owner shall have five (5) business days to remove the pre-existing manufactured home. MT

6. Property owner acknowledges that if the pre-existing manufactured home is not removed by the specified time of five (5) business days that he / or she shall be in direct violation of the Harnett County Unified Development Ordinance. And by creating a violation of the Harnett County Unified Development Ordinance shall subject themselves to enforcement actions, penalties, and fines specified within Article XV, (Administration, Enforcement, and Penalties) of the Harnett County Unified Development Ordinance. Each day the violation continues is a separate offense and is a misdemeanor punishable by a fine not to exceed one hundred (\$100.00) dollars or imprisonment not to exceed thirty (30) days. MT

7. Property owner acknowledges and affirms that the guidelines, procedures, and requirements associated with the replacement of a manufactured home and the penalties for creating a violation of the Harnett County Unified Development Ordinance have been explained and accepts this document as an initial Notice of Violation. MT

Mel Seibert  
Signature of Property Owner

1/21/21  
Date

**\*By signing this form the owner is stating that they have read and understand the information stated above and should consider this as their initial Notice of Violation if any of the above requirements/regulations are not adhered to.**