

**INFORMATION REQUIRED
TO OBTAIN**

**MANUFACTURED
HOME PERMITS**

IN

**SUSSEX COUNTY
DELAWARE**



February 24, 2012
Sussex County Assessment Department

* CLEAN HANDS ORDINANCE - CHAPTER 116 - 10/16/2007
(All financial obligations to Sussex County must be paid in full prior to issuance of permit)

MANUFACTURED HOMES

To acquire a Placement Permit for a Manufactured Home, you need: A minimum of 450 square feet of living space.
(If land is zoned for manufactured homes)

OBTAINED
NOT OBTAINED
NOT APPLICABLE

Septic Approval
From: DNREC (Division of Soil and Water)
Phone: 856-4561

Well Permit (If the property is in a Well District)
From: DNREC Water Resources Department
Phone: 739-3865

County Sewer Approval
From: Sussex County Engineering Department
Phone: 855-7719

AR1, GR, MR - Check with Planning and Zoning for requirements.

If you are building a deck, shed, addition, garage, etc., you will also need to acquire a Sussex County Building Permit

Beginning April 16, 2007, all installations of manufactured homes in Sussex County are subject to footer and tie down inspections. All installations must be performed by a licensed installer per Delaware code.

Tax ID#: District #: _____ Map #: _____ Parcel #: _____

* Need Footer Installers Name and Installers License Number

* Need Footer Drawing (Can not be hand drawn)

In addition to the above, you will need the following information on the Bill of Sale:

SERIAL NUMBER: _____

MAKE: _____

COLOR: _____

YEAR: _____

TRIM: _____

CENTRAL AIR: YES NO

NO. OF BEDROOMS: _____

PORCH WITHIN: YES NO

SIZE OF HOME: _____

BILL OF SALE: _____

WHERE HOME IS COMING FROM _____

WHERE HOME IS GOING TO IF ONE EXISTS _____

BLOCK FOUNDATION OR SKIRTING _____

If paying with check, then three (3) checks are required.

1. Placement Permit
2. 1% Tax
3. Footer Inspection