

**Permit Application**  
**MANUFACTURED HOME**

Manufacturer: \_\_\_\_\_  
Manufactured date of home: \_\_\_\_\_



**Town of Apex**  
Inspections Division:  
919-249-3418  
Planning Department:  
919-249-3426

Permit # \_\_\_\_\_ - \_\_\_\_\_  
Received Date: \_\_\_\_\_  
File Close Date: \_\_\_\_\_

Application Date \_\_\_\_\_ Zoning \_\_\_\_\_  
Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
**Project Address** \_\_\_\_\_ **Apex, NC** ZIP \_\_\_\_\_  
Mobile Home Park \_\_\_\_\_ Zoning \_\_\_\_\_  
Project Contact Person \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Property Owner \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

**Flood Plain Information**

This lot is located in a flood plain  Yes  No If Yes:  FEMA  Calculated FFE(Finished Floor Elevation): \_\_\_\_\_

**Utilities**

Sewer	<input type="checkbox"/> Public	<input type="checkbox"/> Private*	<input type="checkbox"/> Wake Co. Health Dept. permit number(s) _____
Water	<input type="checkbox"/> Apex°	<input type="checkbox"/> Private*	<input type="checkbox"/> 3/4" water meter is requested <input type="checkbox"/> No water meter requested
Electric	<input type="checkbox"/> Apex°	<input type="checkbox"/> Progress	<input type="checkbox"/> Temporary power board is requested <input type="checkbox"/> No temp board requested

\*First time customers MUST apply with the Apex Finance Dept. for water and electric service  
\*Wake County Health Department permit(s) are a prerequisite for accepting this application

**Planning Department Approval**

- 1) The Manufactured Home existed on this lot prior to October 2, 2007  Yes  No
  - 2) The Manufactured Home existed on this lot within 6 months prior to date of this application  Yes  No
  - 3) The manufactured home complies with the Town of Apex UDO and setbacks  Yes  No
- If "No" to either # 1, # 2 or #3 above, new manufactured home cannot be approved.

**Applicant Statement**

I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the State Building Code and all other applicable State and local laws and ordinances and regulations or private building restrictions, if any, which may be imposed by deed. The Inspection Department will be notified of any changes in the approved plans and specifications for the project herein. I understand that the existing manufactured home must be removed within 30 days once the new manufactured home has been brought onto the property.

Applicant's Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Set-Up Contractor**

Licensed dealer  Licensed set-up contractor  Owner Construction Cost \$ \_\_\_\_\_

Contractor Name \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ License Number \_\_\_\_\_  
Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Electrical**

Contractor Name \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Electrical Cost \$ \_\_\_\_\_ License Number \_\_\_\_\_  
Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Mechanical Permit\***

Check here if this trade is not required

\*Outdoor units must meet screening per UDO

Contractor (Company Name) \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
License Number \_\_\_\_\_ Classification:  H-1  H-2  H-3  Owner  Class I  Class II  N/A  
Email \_\_\_\_\_ Construction Cost (contract amount) \$ \_\_\_\_\_  
Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Plumbing Permit**

Set-Up Contractor\* (may perform installation of a factory designed drain line system within the footprint of the home only)

Contractor Name \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ License Number \_\_\_\_\_  
Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Plumbing contractor required for the following: 1) All underground work, 2) All work outside the skirting, 3) Any work not conforming to a factory designed drain line system