

# PERMIT GUIDE FOR MANUFACTURED RESIDENCES



[www.talbotcountymd.gov](http://www.talbotcountymd.gov)

215 Bay Street, Suite 3  
Easton, MD 21601  
410-770-6840



## Building Permit

- A building permit is required prior to construction of a Manufactured Home in Talbot County. A building permit application may be obtained from the Talbot County Office of Permits and Inspections located at 215 Bay Street, Suite 3, Easton, Maryland. Office hours are between 8:00 a.m. and 4:30 p.m. Monday – Friday. A fee for a building permit is based upon the value of the Manufactured Home. Each applicant is required to fill out the **entire** permit application and sign and date the bottom.
- No new single-wide Manufactured Homes are allowed in Talbot County except that an existing single-wide manufactured home may be replaced.
- The following standards apply for the placement of double-wide manufactured homes permitted as single-family residences on individual lots or parcels. These standards are not applicable to Manufactured Homes located in a Manufactured Home Rental Community or Manufactured Home Community or Manufactured Home Subdivision located within a Manufactured Home Floating Zone. These standards are also not applicable to manufactured or mobile homes accessory to agricultural uses as described in Section 190-23 (B) of the Talbot County Code.
  - a. The home must be manufactured after January 1, 2001 and be in compliance with the National Manufactured Home Construction and Safety Standards Act of 1974, amended.
  - b. The base width of the home for any front, side and rear elevation must be 22 feet wide and must have eaves on each side with a minimum of 1 foot overhang beyond the base

width, such that the total width from eave to eave shall be at least 24 feet.

- c. The home must have a minimum 4/12 roof pitch.
- d. The roof must be finished with shingles or other conventional roofing materials common to residential construction, and the exterior siding must be similar in appearance to common residential construction.
- e. The home must have a County approved permanent continuous masonry foundation, unpierced except for required ventilation and utilities access, installed under the dwelling. The permanent masonry or brick foundation shall be left exposed or skirted with other masonry or brick.
- f. Permanent landing and steps with handrails are required at each exterior doorway.
- g. The tongue, axles, transporting lights and removable towing apparatus must be removed after placement on the lot and before occupancy.
- h. **Any home manufactured after October 25, 2008 must be equipped with Fire Sprinklers.**

The Office of Permits and Inspections  
Talbot County, Maryland

## Site Plans

Submit **four (4)** Site Plans showing the following: Drawn to a standard engineering scale of 1"=10', 1"=20', 1"=50', etc. with scale noted on plan.

- The site plan and all existing and proposed structures and improvements including accessory utility equipment (ex: HVAC, generators) shall be drawn to the same scale.
- Location and dimensions of all roads, easements, property lines and natural features.
- Setbacks from property boundary lines, shorelines, streams, and wetlands to the proposed structure(s).
- All structures shall be shown on site plans and be properly labeled in order to be accepted.
- The location of the existing septic system and the Sewage Disposal Area (SDA) if applicable. Include the location of the septic tank(s) and the location of the distribution system (tile fields & distribution box or dry well). ***If the applicant is unclear as to the location of the SDA, the applicant may contact the Office of Environmental Health to review the records. If an approved SDA exists on site, both the SDA and septic system must be shown on the plan.***
- The location of the well, labeled as existing or proposed.
- The location of the driveway, labeled as existing or proposed.
- If your construction is determined to be in a Special Flood Hazard Area (SFHA), compliance with the Talbot County Floodplain Management Code is required. Please refer to the Talbot County

Technical Bulletin for more information.

- For property served by well and/or septic systems, the County Environmental Health Department will review the project for compliance with appropriate setback requirements.

## Construction Drawings

- Submit **three (3)** copies of the construction drawings. The construction drawings shall show all construction details as they pertain to the Manufactured Home. The following is required; Three (3) sets of plans that include, a floor plan which shows width and length of home, roof pitch information, pier footer and marriage wall footer detail diagram, footer detail diagram, information on the home, the year, make, model, purchase price.
- In addition to the building permit electrical, fuel gas, hvac, and plumbing permits will be required for any electrical, fuel gas, hvac, or plumbing work associated with the Manufactured Home Unit construction.
- Three inspections are required for this construction:
  1. A setback and footer inspection is required after the excavation of the trench and prior to the pouring of concrete.
  2. A foundation inspection is required after the foundation has been completed and prior to backfilling, (if required).
  3. A final plumbing, electrical, fuel gas, HVACR, and building inspection will be performed following completion of the Manufactured Home Unit and any

other related construction associated with the project.

- Construction must begin within 9 months and be completed within 18 months of permit issuance.
- To request inspections, please contact the Office of Permits and Inspections at 410-770-6840.
- A Certificate of Occupancy will be issued only after the project has passed all necessary inspections.

**This brochure may not address all situations but is intended to provide general information for the permitting process.**

Please contact the Office of Permits and Inspections at 410-770-6840 with any questions or our website for obtaining a permit package of requirements and application forms.

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