



## Clarendon County Planning Commission

411 Sunset Drive Manning, South Carolina 29102

Tel: 803-435-8672 Fax: 803-435-2208

Email: [clarendonplanning@clarendoncountygov.org](mailto:clarendonplanning@clarendoncountygov.org)

Website: [www.clarendoncountygov.org](http://www.clarendoncountygov.org)

### MANUFACTURED HOME SETUP PERMIT PROCESS

Obtain a Zoning Certificate from the Planning Department before purchasing any manufactured home. The certificate costs \$10. Dealers cannot legally sell a manufactured home without one. To get a certificate, you need the tax map number and a recorded plat of the proposed site.

Moving a mobile home (MH) older than thirty years into Clarendon County or placing, delivering, or installing a mobile home without a setup permit and decal from the Planning Department is prohibited.

**Note:** All Mobile Homes (MHs) located on Waterfront Lots within the Performance Zone must be double-wide units, shall not exceed five years of age & have brick underpinning. MHs situated on Second Row Lots within the Performance Zone are required to be no older than ten years. MHs placed or located within the Performance Zone but not classified as Waterfront Lots or Second Row Lots shall be no older than thirty years.

Apply online at **DES.SC.GOV 803-778-775-6548** for a septic tank and well permit. An inspection by a Licensed Septic Installer is required for existing septic systems. If your site has central water or sewer access, obtain a statement from the provider confirming availability.

To apply for a MH Setup Permit, you can apply in person or online at [clarendoncountygov.org/planning](http://clarendoncountygov.org/planning). You will need:

- Zoning Certificate
- The MH Title transferred to the new owner's name, or
- The Sales Agreement/Bill of Sale and Form 400 (Title Transfer Form) from the Dealer/Seller,
- E-911 Address (requested by the Planning Department),
- Name of Licensed Manufacture Home Mover, and
- Notarized Authorization from the property owner if applicable.

Before moving a manufactured home into Clarendon County, obtain a Moving Permit from the original county.

**MOVING A MANUFACTURED HOME WITHIN Clarendon County:** Obtain a Moving Permit from the Planning Department. You need the current tax map number, and all taxes must be up to date. Advance taxes may be required. **Moving Permit fee: \$25.**

To obtain permits, all information must be submitted. If you plan to build or install steps with a landing larger than 5'x5', or install a deck, porch, storage unit, carport, garage, or alter any structure on your property, a separate building permit will be required before beginning construction or installation. Drafted plans and other documents must be submitted. See the Planning Office for details. Please note that if the home has been moved or any construction or installation has occurred, fees will be doubled.

Arrange MH delivery and setup on site.

Contact the Planning/Building Department at 803-435-8672 or schedule via the Permit Portal. Complete all checklist items before inspection; a Reinspection Fee will be charged for incomplete items. A checklist is available from the Planning Department.

All MH must complete the underpinning and install steps with a landing at each exterior door before power activation. The primary steps must have a landing between 3'x3' and 5'x5'. Landings over 30 inches or with four or more steps require graspable handrails.

**ASSOCIATED FEES:**

- Zoning Certificate: \$10
- PZ Application (if required): \$50
- Decal: \$5
- Setup Permit: \$175
- Moving Permit: \$25
- Separate Building/Demolition Permits: TBD
- Reinspection Fee (Applicable if the initial inspection fails): \$40