

Permitting Requirements Manufactured Homes

Private Land

Kent County, Delaware



A permit is required to **place**, **replace** (exchange), **remove**, or **demolish** any manufactured home in Kent County. Permits are assigned to the land on which the home sits. Therefore, **two permits** will often be required for each manufactured home relocation within the County's jurisdiction – one to remove the home from the property on which it currently sits and the other to place the same home on the destination property.



REQUIRED DOCUMENTATION

When you're ready to apply, please upload the following:

- [plot plan](#) (click the link for more information)
- proof of manufactured home ownership
 - used home (private sale): manuf. home title in buyer's name
 - used home (sales lot): title in buyer's name *OR* signed sales contract
 - new home: signed sales contract
- Delaware-licensed manufactured home installer's name, phone number, and license number
- footing layout stamped by a Delaware-licensed engineer
Homes built in or before 2013 are exempt from this requirement.

The above list represents the minimum information needed to apply for a manufactured home placement permit. You can find out more information from our [Manufactured Home Placements](#) brochure.

All permit applications are available online with the transition to the My Government Online permitting system. Click the image below to be linked to their website and create your account.



For technical support with the creation of your account or any questions regarding the online portion of your permit application process, please call the customer support center for My Government Online at (866)957-3764.

You may access the [Customer Help Guide](#) from the Kent County Levy Court website for step-by-step account setup instructions.

SETBACK INFORMATION

Setbacks for a project located . . .

- outside of town limits may be obtained from the Kent County Planning Services Department at (302)744-2471 or planning@kentcountyde.gov.
- within the limits of a local municipality are determined by said Town's zoning official.

An existing dwelling on the same property may be lived in during the construction of the new home, but the existing home must be demolished within 30 days of the issuance of the Certificate of Occupancy for the new dwelling.

LANDINGS and DECKS

All entry doors to a manufactured home require a landing and steps to grade. Kent County does not require any documentation for a landing up to 16 square feet (4 feet wide by 4 feet deep maximum).

If any proposed "landings" are to be constructed on-site which will be larger than 16 square feet, then they will be classified as a "deck" by the County. Therefore, construction drawings on such deck must be provided at the time of permit application.

A landing or deck to be built at a manufactured home is required to be freestanding; no part of a landing or deck shall impose an additional load upon the manufactured home's structure.



ADDITIONAL REQUIRED APPROVALS

For the application to be issued as a permit, the following approvals from other agencies will be required.



Highway Entrance Permit | DeIDOT DeIDOT may issue a *Letter of No Contention* for the reuse of an existing driveway entrance instead of an actual permit. Click the icon to the left for additional information.

Wastewater Disposal/Sewerage



Septic Permit | D.N.R.E.C. Click the icon to the left to access a collection of forms and resources related to the permitting of on-site wastewater treatment and disposal systems.

OR



Sewer Connection (or Capping) Permit | Kent County Public Works
Click the icon to the left to apply online.

Domestic Water



Well Permit | D.N.R.E.C. This application must be submitted to D.N.R.E.C. by a licensed water well contractor. However, the application form can be found by clicking on the icon to the left.

OR



For properties served by a utility water supply company, we will accept an agreement to supply this property with domestic water on their company's letterhead with a representative's signature.



Soil Conservation Permit | Kent Conservation District

Click the icon to the left and look for the "Residential Standard Plan Application" form under the "Standard Plans" section.



Town Projects within a town's jurisdiction require a permit or signed letter from that town's Zoning official.



Kent County Levy Court
Department of Planning Services
555 Bay Rd
Dover, DE 19901

Contact Us
(302) 744-2451
inspections@kentcountyde.gov
Permitting Requirements [Home Page](#)



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