



CITY OF AUSTIN
Development
SERVICES DEPARTMENT

Service Center – One Texas Center
 505 Barton Springs Road, Austin, TX 78704; 311

**Manufactured Home
 Located in Mobile Home Park
 Application**

The Manufactured Home Application is Limited to the Following Types of Projects:

1. Manufactured home in mobile Home Park replacing a previously removed manufactured home or occupying a previously approved mobile home space.
2. For alterations, maintenance, repairs or replacement to manufactured homes and their building service equipment that are located in mobile home parks.
3. For permanent additions to owner-occupied manufactured homes in a mobile home park before September 1st, 2015

Property Information

Project Address:

Legal Description:

Additional Document Required

Proof of Ownership and /or Homestead Affidavit notarized at Service Center is to be submitted at time of application.

Contact Information

Owner

Owner Mailing Address

Owner Phone

Owner Email

General Contractor (GC)

GC Mailing Address

GC Phone

GC Email

Description of Work

Project Description: (Note: Please provide thorough description of project. Attach additional pages as necessary)

Trades Permits required: electric plumbing mechanical (HVAC)

Total Square Footage

Total Square Footage Excluding Manufactured Home: _____

Job Valuation – For Properties in a Floodplian Only

Total Job Valuation: \$ _____

Note: The total job valuation should be the sum total of all valuations noted to the right. Labor and materials only, rounded to nearest dollar.

Bldg: \$ _____ Elec: \$ _____

Plmbg: \$ _____ Mech: \$ _____

Authorization

I agree that this application is good for twelve (12) months after the date it is filed, and will expire if not approved for compliance within that time frame. If the application expires, a new submittal will be required and compliance with current code may be required.

I hereby certify that to the best of my knowledge and ability, the information provided in this application is complete and accurate.

I further acknowledge that, should any information contained herein prove incorrect, the building official may suspend or revoke any resulting permit and/or license.

I understand that in accordance with Sections 25-1-411 and 25-11-66 of the Land Development Code (LDC), non-compliance with the LDC may be cause for the Building Official to suspend or revoke a permit and/or license.

I acknowledge if my plans are subject to a technical review it will not be construed to be a permit for, or an approval of any violation of any of the provisions of the current adopted building codes or another ordinance of the City of Austin.

I acknowledge if the proposed scope of work includes removal or construction of any framing components, the applicant may be subject to providing structural drawings or third party verification letters by authorized professionals.

I am the record owner of this property and authorize the agent/applicant listed above to apply for and acquire a permit on my behalf.

I have checked for any property-specific information that may affect the review and/or construction of this project, including but not limited to: any subdivision notes, deed restrictions, restrictive covenants, zoning conditional overlays, and/or other requirements specific to proposed development on this property (collectively, the "Property Information"), located at:

I understand that the review of this project by the City of Austin will not include a review of any private restrictive covenants or deed restrictions that may apply to this property.

I am responsible for any conflicts between the Property Information and the request submitted to the City of Austin. I further acknowledge that I understand the implications of use and/or development restrictions that are a result of the Property Information. Additionally, I understand that the issuance of a City permit for this project does not affect the enforceability of any private restrictive covenants applicable to the property.

I understand that if requested I must provide copies of any and all of the Property Information that may apply to this property.

Owner's signature: _____ Date: _____

Applicant's signature: _____ Date: _____

Additional Information

Additional Reviews

What triggers the Flood Plain Review and what action is required of you?

Any work requiring a permit on property located within 100 feet of the 100-Year floodplain will require additional review. If review is anticipated, include supporting information such as FEMA elevation certificate form 086-0-033 and/or topographic surveys referencing NAVD88.

To check your property for proximity to a flood plain visit www.ATXFloodPro.com or the City's [Floodplain Development Information](#) website.

Note: If the property is located within an Airport Overlay Zone, Aviation Department approval may be required.

Expired Permits

Check for expired permits: https://www.austintexas.gov/devreview/a_queryfolder_permits.jsp

If there are expired permits associated with this property, they must be resolved. This can be done in the following ways:

- The permit can be reactivated OR
- Work can be included in the description of work on this application.

For additional information see our website: <http://www.austintexas.gov/department/residential-building-review>