



CITY OF AUSTIN
Development
 SERVICES DEPARTMENT

Service Center – One Texas Center
 505 Barton Springs Road, Austin, TX 78704; (512) 978-4000

Manufactured Home Located in Mobile Home Park Application

To complete this form electronically: Open with Internet Explorer, then [Click Here to Save and continue.](#)

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		General Contractor	
Mailing Address		Mailing Address	
Phone		Phone	
Email		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

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. Permit fees are based on adopted fee schedule.

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

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

Owner's signature: _____ Date: _____

Applicant's signature: _____ Date: _____



Manufactured Home Located in Mobile Home Park

Additional Information

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

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

Additional Reviews

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

Any work requiring a permit on property located within 150 feet of an identified flood plain 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>