



City of San Antonio
 Development Services
 1901 S. Alamo
 San Antonio, Texas 78204

(210) 207-1111
www.sanantonio.gov/dsd

Manufactured Home Installation Application

Name of Manufactured Home Park		
Address of Park		Lot No.:
Park Manager/Owner	Address	
	Telephone Number	Email Address
Tenant/Owner of Manufactured Home	Address	
	Telephone Number	Email Address
Installer of Manufactured Home	Address	
	Telephone Number	Email Address
HUD Decal/Label No.		
Value of Work		
Scope of Work		

New Installation (Single Lot or Manufactured Home Park (MHP)) *(New homes or replacement of homes installed after February 4, 2002)*

Type of Installation	Single Lot Yes [] No []	MHP Yes [] No []
Zoning Requirements	MH, MHC (for single unit) or Single Family with CD or S for a HUD-Code Manufactured Home	MHP for manufactured home park or MH established prior to May 11, 2003 with a zoning verification letter
Manufactured Home Park Plan	No requirement for single lot	Required unless property has a current valid registered nonconforming use for a manufactured home park established prior to March 9, 1989 Plan No. _____
Subdivision Plat No.	Plat No. _____	Plat No. _____
New Installation	Yes [] No [] If Yes, Plan Review Needed. Submit Residential Building Permit Application	Yes [] No [] If Yes, indicate Site Work AP No.: _____
Replacement of Existing Manufactured Home Installed after February 4, 2002:	Yes [] No []	Yes [] No [] If Yes, submit evidence that existing manufactured home was installed after February 4, 2002. Examples: CPS verification, property tax statement



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Replacement of Existing Manufactured Home
(limited to homes legally existing prior to February 4, 2002)
Proof Required

Type of Installation	Single Lot Yes [] No []	MHP Yes [] No []
Zoning Requirements	Not Applicable, see UDC 35-D101(h)	Not Applicable, see UDC 35-D101(h)
Manufactured Home Park Plan	No requirement for single lot	Required for MHP: Plan No. _____
Subdivision Plat No. or Certificate of Determination No.	Plat No. _____ or Cert of Determination No. _____	Plat No. _____
Plan Review Required	Yes [] No [] If Yes, Plan Review Needed. Submit Residential Building Permit Application	Yes [] No [] No Plan Review Required
Proof of legally existing	Submit Affidavit of Fact	Submit Affidavit of Fact

Permits and Inspections Required for Utility Release
(All Required Permits Must Be Approved Prior to Release of Utilities to CPS)

Type of Permit	Type of Inspection	Action Required to Clear Inspection
Installation (must be issued prior to trade permits)	Foundation Final	Submit Form T or Engineer Letter City Inspector Approval of Work

Trade Permits

Electrical	Final	City Inspector Approval of Work
Plumbing	Final	City Inspector Approval of Work
Sewer	Final	City Inspector Approval of Work
Gas	Final, As Needed	City Inspector Approval of Work
Mechanical	Final, As Needed	City Inspector Approval of Work

I hereby certify that the above information is true and correct and that I will comply with all applicable requirements of the Unified Development Code.

Date:	
Signature:	

Staff Use:	
Permit Type	RESBLDGGEN
Type of Work	Existing
AP Name	Single Lot – Owners’ name MHP – Name of Park
Custom Tab Information	
Bldg Use	RESDWEIA
Occupant Group	R3
Occupant Load	1
Manuf Home Inst	Y