



DEVELOPMENT SERVICES DEPARTMENT BUILDING PERMITS & INSPECTIONS DIVISION

**EXPRESS
Datasheet
Application**

Case # _____

(Not to be filled out by applicant, assigned by BP & I)

1.- PID # _____ (Central Appraisal Tax Identification Number)

2. Address _____ Space _____
Zoning Section of Planning, if Address has not been Designated

3. Legal Description: Subdivision/Survey _____
Lot _____ Block _____

Verify Flood Zone in Subdivision Plan Review, 5th Floor, City Hall, 915-541- 4970

4.- Contractor _____ Phone _____
Architect _____ Engineer _____

5.- Scope of work _____
New _____ Addition _____ Remodel _____

6.- Valuation _____

7.- Zone: _____ If SP or SC then provide Copy of Contract

8.- New Square Footage: (Heated/Unheated Area) _____ S.F.

9.- Side Yard Set-Back Minimum 5' between the Property Line and any
Refrigeration Equipment Adjacent to House.....Yes _____ No _____

10. Electronic submittal.....Yes _____ No _____

SUB-CONTRACTORS LIST FOR THIS PROJECT:

ELECTRIC _____ PHONE _____

MECHANIC _____ PHONE _____

PLUMBING _____ PHONE _____

Express Permits for but not limited to:

- ✓ Mobile Home Placement
- ✓ Portable Building Placement
- ✓ Rockwall (Walls not requiring Engineering Seal or Plans)
- ✓ Siding
- ✓ Swimming Pools
- ✓ Temp Placement
- ✓ Tents
- ✓ Window Replacement

“ ALL HIGHLIGHTED AREAS MUST BE COMPLTELY FILLED ”

Notice: A. This permit becomes null and void if work or construction authorized is not commenced and inspections called for and obtained within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced.

B. Separate Permits are required for electrical , mechanical and / or plumbing.

AFFIDAVIT:

I hereby certify that I have read and examined this application and know the same to be true and correct. All Provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction. I also hereby certify that the information on the site plan is true and correct and that all known easements have been properly shown. I also understand that I am required by city ordinance to notify a Texas "one call" system before starting any excavation or digging work.

SIGNATURE OR OWNER (IF OWNER IS CONTRACTOR)

DATE

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT

DATE

TDLR (Architectural Barriers) 1-800-803-9202

Central Appraisal 1-915-780-2000

Required: TEXAS ONE CALL SYSTEM 1- 800- 344- 8377 OR 1- 800- DIG-TESS

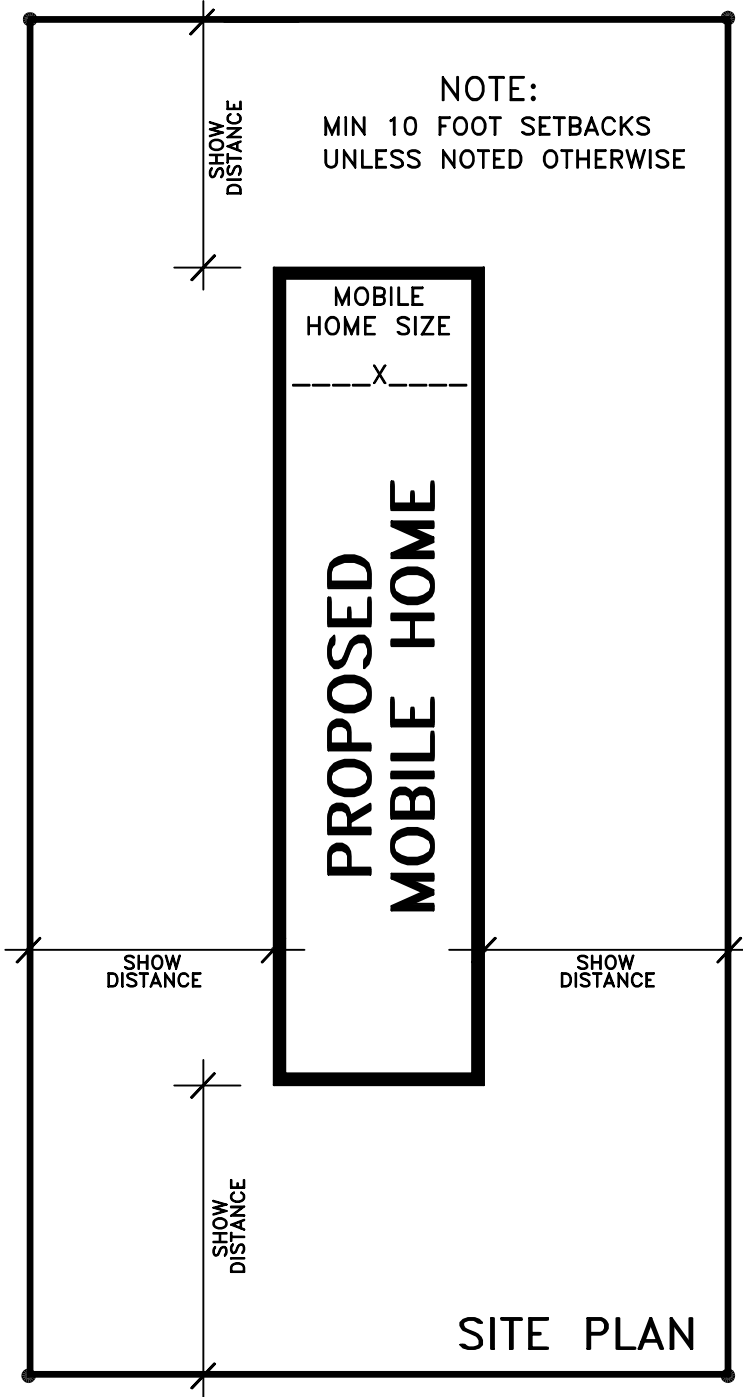
http://www.elpasotexas.gov/development_services/

Must Be COMPLETELY Filled Out

DEVELOPMENT SERVICES DEPARTMENT

BUILDING PERMITS & INSPECTIONS

FIFTH FLOOR, CITY HALL
#2 CIVIC CENTER PLAZA
EL PASO, TEXAS 79901
WWW.ELPASOTEXAS.GOV
541-4788 541-4790



MOBILE HOME PLACEMENT

ADDRESS

SPACE # -----

LEGAL DESCRIPTION

LOT -----

BLOCK -----

SUBDIVISION -----



Placement of Manufactured Home, Mobile Home or HUD Code Manufactured Home

Application for placement requires the following documentation;

1. Proof of ownership
2. Proof of year of manufacture for the dwelling unit. Placement of a home manufactured before July 1976 is prohibited unless the home is already legally placed in the City of El Paso and is to be moved to a new location and is primary residence of the owner.
3. Express Permit Application available at www.elpasotexas.gov
4. Legal description of property, (lot, block, subdivision, tract or survey) available at www.elpasocad.org
5. Complete address of property.
6. Elevation Certificate if property is located in a Flood Zone

Manufactured Home, Mobile Home or HUD Code Manufactured Home

To place one of the above listed buildings for use as a dwelling the following criteria must be met;

1. The building is erected on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation
2. The building meets the regulations of the Texas Department of Licensing and Regulation for Manufactured Housing, <http://www.license.state.tx.us/>
3. The building is placed in an area whose zoning permits the placement of mobile homes and the building is installed in accordance with the manufacturer's requirements, the rules promulgated by the Texas Department of Licensing and Regulation for Manufactured Housing, and all the technical codes and zoning codes of the city are met

Texas Industrialized Housing Unit

To place a Texas Industrialized Housing Unit for use as a dwelling the following criteria must be met;

1. Two complete sets of the designs, plans and specifications bearing the stamp of Texas Industrialized Building Code Council are submitted to the development services department for review.
 2. The building is placed on a site-built permanent foundation system designed by a professional engineer.
 3. The building was not designed or intended to be used other than on a site-built permanent foundation.
 4. The building is not designed to be moved once erected or installed on the permanent foundation.
 5. All of the requirements of this code, the technical codes, the zoning code and other city, state and federal regulations are met
- . The building meets all the requirements of the "Texas Industrialized Housing and Building Act, Article 5221f-1" V.T.C.S. and is classified as "industrialized housing" and bears an approved decal or insignia under the rules of the Texas Department of Licensing and Regulation reflecting that the building has been inspected at the manufacturing plant or facility by the Texas Department of Licensing and Regulation.

MOBILE HOME SALE DISCLOSURES

Before any mobile home is sold in the city the seller shall disclose to the purchaser in a single written statement, the receipt of which the purchaser shall acknowledge in writing, the following clearly legible statement: Mobile homes may not be used for human habitation in the City of El Paso except in Residential Mobile Home Districts and in duly licensed trailer courts in accordance with applicable provisions of the El Paso City Code. Before purchasing a mobile home, you are advised to contact the Development Services Department, City of

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susannah M. Byrd

District 3
Emma Acosta

District 4
Melina Castro

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke

City Manager
Joyce A. Wilson

Dedicated to Outstanding Customer Service for a Better Community

S E R V I C E S O L U T I O N S S U C C E S S



El Paso, concerning whether the location where you desire to place a mobile home would be legal. In addition, such written statement shall contain the date of the proposed sale, the names and addresses of the buyer and seller, and a brief identification of the type of mobile home being sold. One copy of such written statement shall be provided by the seller to the purchaser. A second copy, with receipt acknowledged by the purchaser, shall be retained by the seller as evidence of compliance.

Evidence of Compliance

Evidence of compliance with the requirements shall be preserved by the seller for a period of not less than two years after the date each disclosure is required to be made. Each seller shall, when directed by the development services department of the city, permit the authority, or his duly authorized representative, to inspect the seller's records which provide evidence of compliance.

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Development Services Department

Victor Q. Torres - Director

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