



MH - HUD-Code Manufactured Home Park

General Information

A permit is required for transporting or moving any HUD-Code Manufactured home into the City of Wilmer.

HUD-Code Manufactured Home -

means a structure constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one or more sections, which, is designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning and electrical systems. A HUD-Code manufactured home is not a mobile home. A mobile home shall not be used as dwelling units within the corporate limits of the City of Wilmer.

Mobile Home -

means a structure that was constructed before June 15, 1976, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling unit with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems. A mobile home is not a HUD-Code manufactured home.

Submittal Requirements

Permit applications can be submitted to the Community Services Department at 128 N Dallas Ave. Wilmer, TX. 75172.

The following items must be submitted for review:

- Permit Application
- \$175 Plan Review Fee
- HUD Number
- Moving company, mechanical, electrical, and plumber (MEPS's) must be registered and validated on the project. A \$125.00 registration fee and insurance are required for the moving company, MEP's do not pay a registration fee but must submit their State Contractor Licenses and insurance
- Property survey or aerial drawing showing location of:
 - Location of property lines,
 - Location of structure on the property, must have a minimum ten (10) feet from the side and rear property lines



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Permit Fee

The fee is \$350.00, this fee includes the electrical release. Subject to double fee and citation if work commences prior to permit issuance. Fees are subject to the City's current master fee schedule.

Inspection Request Line

The inspection request line number is (972) 441-4472. This is an automated line available 24 hours a day. Inspections requested by 4 pm will be inspected the next business day. Please refer to the Residential Inspection Checklist for additional information at <https://www.cityofwilmer.net/DocumentCenter/View/2695/Residential-Inspection--Checklist-FINALupdated-02032023?bidId=>

- **Example of HUD Number** Should be attached to the rear of the home, usually about a foot from the side and a foot up from the bottom. There will be 3 letters, then a dash, followed by 6 numbers.

