



CITY OF LAREDO

BUILDING DEVELOPMENT SERVICES DEPARTMENT

1413 Houston St., Laredo, Texas, 78040 • Phone: 956.794.1625 • Fax: 956.795.2998

Home Installation Requirements

Applicant must furnish the following information before a Home Installation Permit can be issued:

- 1. Legal description of the property where the frame house or manufactured home is to be placed.**
- 2. A site plan of the lot with the building location indicating proposed setbacks.**
- 3. Proof of ownership of the lot (lot sales contract) where the frame or manufactured home will be placed.**
- 4. Proof of ownership of the frame house or manufactured home.**
- 5. Electrical Plumbing and Driveway and Curb Cut permits are required.**
- 6. Tax statement**
- 7. Photos of the actual frame house or manufactured home to be installed.**

Permit applications are taken from 8:00am to 5:00pm and permits are usually issued within 48 hours. No permits shall be issued after 5:00pm.

If you have any questions, please do not hesitate to contact the Building Development Services Department at (956) 794-1625.

Note: A certified survey and construction plans for any proposed off-street parking area, or any existing off street parking area on which home installation is proposed will be required before a home installation permit can be issued.



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Date: _____

I (we), _____ residing at
_____, Lot _____ Block _____
Subdivision _____

Hereby understand that in order to obtain an installation permit from the City of Laredo, it is now required to have our home skirted within 90 days of the issued date of the permit. In the event that I do not comply with such requirements, I will be in violation of the City Ordinance.

Customer Signature

Email Address

(For office use only)

Date: _____

Address: _____

On this _____ day of _____, 20____, _____

Obtained a moving permit for _____ mover

Which is to be moved to _____ address, also

known as Lot _____ Block _____ Subdivision _____.

Owners acknowledge our city ordinance which requires all mobile homes and houses to be skirted within 90 days of the permit date. An inspector will visit the site to ascertain that skirting has been installed

Email application to: bldgpermits@ci.laredo.tx.us



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Approved Skirting Materials

The following materials have been approved for skirting a Manufactured Mobile home. Other requirements as per the standard building code are required in order that a manufactured mobile home can be in compliance with the City Building Code.

Material Approved:

1. Masonry Brick Veneer
2. Stucco Materials
3. 4' x 8' Plywood
4. 4' x 8' Lattice Boards
5. Laminated Materials (plastic or galvanized)
6. Lumber Planks
7. Cinder Block
8. Fencing Materials, not to include chain link materials
9. Mfg Mobile Home Vinyl Material

******* The following materials are not acceptable for skirting a mobile home *******

1. Roofing black felt paper materials
2. Vinyl floor material
3. Plastic sheeting materials

Standard Building Code Requirements

The following instruction will apply for installation of a manufactured mobile home, both new and older models.

1. Skirting must have vents of 1 sq ft for every 150 sq ft of floor area, and an opening for crawl space access (12" x 24")
2. The dryer exhaust vent must terminate outside the home.
3. A clearance must be maintained between the soil and wood floor joints.
4. Water supply lines may be required to be insulated.
5. The lot should be graded to avoid standing water under the home
6. The air conditioning condensate drain may be specified to terminate in a sewer drain.
7. Specifications for utility connections must be followed.

As per the land development code Section 24.65.6 #5 – All manufactured housing units must be skirted in conformance of standards within 90 days of placement.

Please feel free to contact the Building Development Services Department at 956.794.1625 for any information pertaining to skirting a manufactured mobile home.

