



Manufactured House Moving & Compliance Permit

City of Pittsburg
200 Rusk St
Pittsburg, TX 75686
Phone: 903-856-3621 Fax: 903-856-0544

Application Date: _____

Permit # _____
Application Fee - \$125 (nonrefundable fee)

Applicant Information

Applicant Name				Cell Phone No.
Address	City	State	Zip Code	Home Phone No.

Manufactured Home Information

Label/Seal No.	Complete Serial No.	Was Statement of Ownership Submitted	
Date of Manufacture	☐ New ☐ Used	Yes ☐	No ☐
Current Address	City	State	Zip Code

Manufactured Home New Location information

New Physical Address	City	State	Zip Code
Manufactured Home Park Name			
Owner of Manufactured Home Park			
Owner of Manufactured Home Lot & Lot #			

Moving Installation Information

Was a moving permit acquired from TXDOT	Yes ☐ NO ☐	Moving Date
Installer Company Name	Installers Name Contact Phone No.	License No. Permit No.
Moving Route Information:		

I hereby understand that an inspection is required before a permit or certificate of occupancy are issued.

Applicant Signature: _____ Date: _____

For Office Use Only

Statement of Ownership Submitted: ☐ Yes ☐ No

Payment Received of \$125.00
(Payment is nonrefundable)

Cash: _____ Check No: _____

Signature of Building Inspector _____ Date _____

Signature of Fire Department Inspector _____ Date _____

Reviewed By: _____

Date: _____

☐ APPROVED ☐ DENIED

Inspected By: _____

Date: _____



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Requirements for Manufactured Homes Projects: As per Section XII-HUD- Code Manufactured Home Park District of the City of Pittsburg please see attached ordinance.

- Building Inspection is required by the Building Official
- Building Inspection is required by the Fire Marshal
- Statement of Ownership - Copy
- Current Physical location of the Manufactured Home
- Pictures of Manufactured Home

(Must include: inside & outside pictures of the structure & picture of seal/se #)

Reference Information:

Texas Department of Housing and Community Affairs - Manufactured Housing Division Contact Information

Mailing Address

P.O. Box 12489
Austin, Texas 78711-2489

Customer Service

Direct Dial - (512) 475-2200
Toll Free - (800) 500-7074
SOL Processing Fax - (512) 475-1109
Email: processing@tdhca.state.tx.us

Physical Location

Twin Towers Office Center
1106 Clayton Lane, Suite 270W
Austin, Texas 78723

1. Statement of Ownership – How do I obtain a Statement of Ownership?

As per the Texas Department of Housing and Community Affairs, you must apply to the Department for it within 60 days from the date of any sale or relocation of the home. This is very important because ownership of a manufactured home does not pass or vest at a sale or transfer of the home until a completed Application for Statement of Ownership is filed with the department. <https://www.tdhca.state.tx.us/mh/>

2. Home Installation – Do I need a licensed installer?

As per the Texas Department of Housing and Community Affairs, only a licensed installer may install, relevel, or modify any component of the manufactured home's foundation. <https://www.tdhca.state.tx.us/mh/>

3. Moving Your Manufactured Home – What do I need to move my manufactured home?

As per the Texas Department of Housing and Community Affairs, the person or company that moves the home must contact the Texas Department of Motor Vehicles (DMV) (<http://www.txdmv.gov/>) to obtain any required permit, a copy of which must be submitted with your application for a new Statement of Ownership. Next, you will need to apply for a new Statement of Ownership, showing the new location.