



Application for Mobile Home Park License

In Accordance with **Chapter 9**, Manufactured Homes, of the **City of Dickinson Code of Ordinances**, operators of Manufactured Home Parks are **required** to obtain an Annual License **prior to February 1st** of each year.

****Required Information:**

- **Completed** Application with (ALL) documents & **Transfer** fee of \$10 (if applicable)
- A **Payment for Initial Application** fee of \$100 (if applicable) or **Annual License Renewal** fee of \$50
- **The following information MUST** be provided **each year** & on file with **the City of Dickinson:**

A **Site Plan** of the property, reflecting the location and address of each mobile home

A **Current List** of all mobile homes in the park, including the **make, model, serial number, & year** of mobile home

A **list of the Residents/tenants** including their **name, telephone number** and **current mailing address**

MANUFACTURED HOME PARK INFORMATION

Official (Complete) **Name of Park:**

Legal **Address** of Park:

Park Office **Phone#:**

PROPERTY/PARK OWNER INFORMATION

Owner Name of MHP:

Owner Mailing **Address:**

Owner Phone **Number#:**

PARK MANAGER INFORMATION

Park Operator/**Manager:**

Complete Mailing **Address:**

Park Manager Phone **Number#:**

PROPERTY OWNER/AGENT AUTHORIZATION

By signing below, I hereby acknowledge that all information I have provided is **True & Correct** to the best of my knowledge at the above named park. I have attached to this application, all the necessary revisions & I also acknowledge I have received a **copy of Chapter 9**, for Manufactured Homes.

****SIGNATURE** of Applicant/Authorized Agent

PRINTED NAME

APPLICATION DATE

(FOR COMMUNITY SERVICES OFFICE USE ONLY)

Registration Permit Number#: _____ **ZONING:** _____ **FEES (now) DUE:\$** _____

Date Submitted: _____ **FLOOD ZONE:** _____ Payment **RCVD:** _____

****INCOMPLETE APPLICATIONS WILL "NOT" BE ACCEPTED****

You May Email this Application to: permits@ci.dickinson.tx.us