



CITY OF ALBUQUERQUE

Planning Department

Building Safety

MANUFACTURED HOME FOUNDATIONS AND UTILITIES

Plans & Permit Information

Permits to move and place a manufacture home on a permanent foundation on a city lot must be obtained through the New Mexico Manufacturing Housing Division (505) 222-9870.

Zoning and Hydrology approval must be obtained prior to applying for a foundation permit. Submit two (2) sets of plans including notarized Manufactured Home Certification Form plus 1 extra site plan and water conservation sheet. Plans shall be drawn to scale upon substantial paper and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that it will conform to the provisions of the technical Codes and all relevant laws, ordinances, rules and regulations.

Impact Fees: Assessment required (Fees may be due).

The plans include the following data:

SITE PLAN:

- Size and shape of lot including directional orientation
- Location of the site utilities (the private service lines for water, sewer and electric) including the meter locations.
- Actual site address of project
- Location of the home
- All streets, easements and setbacks
- Property lines with dimensions

ELEVATION PLAN / PERIMETER ENCLOSURE:

- Height of the building
- The manufactured home installation must include a perimeter enclosure that matches the design of the manufactured home's appearance.

PERMITS AND INSPECTIONS:

- Permits and inspections are required from Building Safety for the sewer yards lines, the water yard lines, and the complete electrical service.

APPLICATION FOR WATER AND SEWER LINES (505-924-3310):

- A New Mexico licensed contractor with an MM-98, MM-1 or MS-1 or the homeowner may obtain a water service line and house sewer permit, a homeowner's test is required.
- If a sewer tap is to be made, then a New Mexico licensed contractor with a GF-9 must first obtain a tapping permit from Public Works and then a tapping permit from Building Safety Division.

ELECTRICAL PERMITS (505-924-3311):

- A New Mexico licensed contractor with an EE-98, ER-1 or the homeowner may obtain an electrical service permit; a homeowner's test is required.
- Contractors must also be registered with Manufactured Housing Division.

BUILDING PERMITS (505-924-3964):

- Building Safety will issue permits for all on site stick built structures, porches, garages or any other addition to the manufactured housing unit.
- See handout for residential additions for list of required plans.

DISCLAIMER: Handouts should not be used as substitutes for codes and regulations. As an applicant, you are responsible for compliance with all code and rule requirements, whether or not they are described in a handout. The required drawings will depend upon the size, nature and complexity of the project.