



CITY OF LAMAR  
102 E. Parmenter St  
Lamar, CO 81052-3299  
719-336-2085  
[www.cilamar.co.us](http://www.cilamar.co.us)

## MANUFACTURED HOME INSTALLATION REQUIREMENTS

State of Colorado Resolution #38 Manufactured Housing Installation Program mandates that all Manufactured Homes when installed in Colorado shall meet certain specifications. Firms and individuals involved in the installation of both new and used manufactured housing shall be registered with the Colorado Division of Housing, Technology and Standards Section. Installers are required to install the manufactured housing in accordance with the manufacture's written instructions or the applicable alternate standard when instructions are not available. All the requirements must be met in order to install a manufactured home within the city limits of the City of Lamar, Colorado.

**MOVING A MANUFACTURED HOME WITHIN THE CITY OF LAMAR CITY LIMITS: No manufactured home will be allowed in the City of Lamar with dates prior to June 15, 1976. All manufactured homes moved into the City of Lamar require a Building Permit.**

### REQUIREMENTS TO APPLY FOR A BUILDING PERMIT:

- 1. Tags and Maps:** Proof of approval the MH is built to H.U.D., U.B.C. or I.R.C. standards. Tags and associated maps must be permanently affixed to the structure. The map must indicate that the home was built for Colorado; otherwise, the home may not be installed in Lamar, CO. The H.U.D. tag shall be attached to the rear of the structure. The data tag shall indicate the following minimums: Wind Zone 2, Thermal Zone 3, Roof Load Middle (30 psi).
- 2. Installation authorization:** approval by the State of Colorado (DOLA).
- 3. Site Plan:** A general site plan or plot plan must be submitted to the City of Lamar Building Department.
- 4. Tax Certificate:** Proof from the Prowers County Assessor's office that the Manufactured Home has been registered in Prowers County.
- 5. Title:** Copy of the MH title depicting the information about the manufactured home (i.e. VIN, Size, type). If the title is not available, a copy of the sale contract from the manufacturer may be submitted.
- 6. Licensed Contractors:** Licensed contractors with the City of Lamar must perform the move, installation, and work associated with the installation.
- 7. Other Requirements:** The applicant must obtain all other pertinent permits necessary (i.e. State Electrical permit, CDOT, Insurance for transportation and liability).
- 8. Fees:** The building permit fee for the City of Lamar will be calculated according to the current City of Lamar Fee Schedule. Please verify with DOLA and other agencies for their permitting fees.

### PRELIMINARY INSPECTIONS:

**DOLA Inspector:** A State of Colorado Department of Local Affairs (DOLA) certified manufactured home inspector must inspect the foundation, tie downs, utility connections and H.U.D. tag and location maps, transit damage, flood damage or any other inspections as required on item 1 and 2.

**Building Inspector:** The City of Lamar Building Department Inspector must inspect for compliance with all the requirements on items two to six and for compliance with the Lamar Municipal Code pertaining to installation of modular home as per the zoning district in which the manufactured home is proposed to be installed.



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## FINAL INSPECTIONS:

**DOLA Inspector:** The Manufactured Home Inspector must be contacted for a final inspection and affix the Colorado State approval tag.

**Electrical Inspector:** The State of Colorado Department of Regulatory Agencies (DORA) electrical inspector must perform a final inspection and verify that the electrical work and connections meet the State requirement specifications and sign-off on the City of Lamar Building Permit.

**Building Inspector:** The building inspector must be contacted for a final inspection.

- **Utility Connection:** The MH must have all utilities permanently connected to City Utilities.
- **Gas Connection:** To obtain a gas connection slip for the gas company a gas line test must have been performed by a licensed contractor and verified by the building inspector.
- **Skirting:** All crawl space beneath the MH shall be enclosed by use of skirting material manufactured for that purpose.
- **Parking:** Parking shall be installed in accordance to the zoning district in which the MH is installed.
- **Supplemental Requirements:** All supplemental requirements must be made in accordance to the zoning district in which the MH is installed.

## A CERTIFICATE OF OCCUPANCY ISSUED BY THE CITY OF LAMAR BUILDING DEPARTMENT IS REQUIRED PRIOR TO INHABITING THE PREMISES.

### CONTACT INFORMATION:

#### **DOLA (Colorado Department of Local Affairs)**

Division of Housing  
Factory Build Structures  
Beverly Bayley  
303-864-7836

#### **DORA (Department of Regulatory Agencies)**

1560 Broadway, Suite 110  
Denver, CO 80202  
Permits: 800-888-0170

**City of Lamar  
Building Department**  
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