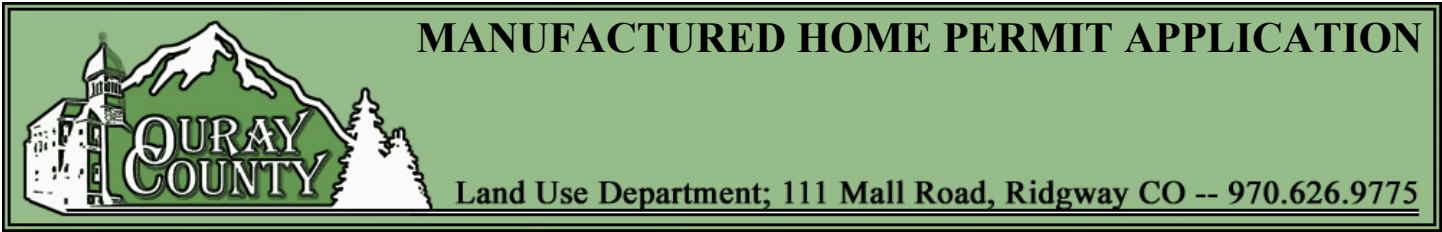


## **MANUFACTURED HOME AND FACTORY BUILD HOUSING SUBMISSION REQUIREMENTS**

The following must be submitted to the Building Department. Additional information may be requested by the Building Official in order to process a Building Permit.

- Sited Development Permit
- Agent Authorization
- Fire Rating
- If located in a subdivision, ARC approval (if applicable)
- Road and Bridge Driveway Permit
- Manufactured Housing Permit Application
- Septic Permit Application and design
- Copy of Manufacturers Installation Instructions
- Site Plan with location of housing unit relative to property lines, septic system, utilities, other structures, driveways, etc.
- Specify snow load design
- Specify Manufactured HUD home or 2018 IRC unit
- Specify width of unit on plans
- Specify size of marriage wall openings on plans (if applicable)
- Specify soil-bearing capacity on plans (Engineer's report attached)
- Show vapor retarder on plans
- Show footing depth 36 inches below grade on plans (frost depth).
- Specify pier construction on plans
- Provide construction detail for piers on plans.
- Provide construction detail for footer and/or pads, showing locations of all footers/pads/piers
- Specify type and size of anchoring equipment on plans.
- Specify anchor spacing and location on plans
- For permanent foundation systems 2018 IRC/HUD units provide complete construction details on plans. Anchorage requirements must be engineered and spacing requirements followed exactly.
- Show permanent foundations (engineered) to go below frost line on plans.
- Show foundation ventilation on plans.
- Provide structural connection details on plans.
- Provide construction details for decks and/or porches on plans.
- Show details for exterior grading and drainage
- Submit the applicable wildfire mitigation worksheet

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**PROPERTY INFORMATION:**

Parcel # (available from Ouray County Assessors Office or www.ouraycountvassessor.org): # \_\_\_\_\_

Job Site Address: \_\_\_\_\_ City: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Legal: Town: \_\_\_\_\_ Range: \_\_\_\_\_ Qtr. Sections: \_\_\_\_\_ Section: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot/Tract #: \_\_\_\_\_ Filing/Phase: \_\_\_\_\_

Directions to job site from nearest County Road: \_\_\_\_\_

**Zoning:** Alpine  / Colona  / High Mesa  / North Mesa  / South Mesa  / South Slope  / Valley

**Lot within 100-year flood plain?** Y  N  If YES, then you must submit Flood Plain Permit Application

**PLEASE NOTE: IF YOU WILL BE INSTALLING A NEW DRIVEWAY, OR CONSTRUCTING A SINGLE FAMILY DWELLING, YOU MUST FILL OUT AN ADDRESS/DRIVEWAY APPLICATION.**

**CONTACT INFORMATION:**

**Owner(s) Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Authorized Agent's Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**General Contractor's Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Certified Installers Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Septic Engineer's Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

(Continued on next page)

**PROJECT INFORMATION (Check and complete all that apply):**

Certified Installer ID#: \_\_\_\_\_ Approx. Set Date: \_\_\_\_\_ Unit:    New    Old  
Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

HUD Label #: \_\_\_\_\_ Factory-Built Label #: \_\_\_\_\_

Building Height: \_\_\_\_\_ Sq. Footage: \_\_\_\_\_ # of Bedrooms: \_\_\_\_\_ # of Bathrooms: \_\_\_\_\_

Distance from Property Lines (in feet):    Front: \_\_\_\_\_    Rear: \_\_\_\_\_    Side: \_\_\_\_\_  
Side: \_\_\_\_\_

Describe information type and other details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Valuation:** (The total value of all work required for the manufactured home installation plus the total value of all work required *for the construction of accessory buildings* and structures for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment that is part of the accessory building or structure. *The value of the manufactured home itself shall not be included*):

- Enter Total Valuation Here: \$ \_\_\_\_\_
- Enter Cost of Manufactured Home only: \$ \_\_\_\_\_
- Enter Cost of Foundation only: \$ \_\_\_\_\_

**POTABLE WATER SOURCE:**

Check one:  Public Utility Company (ie; Tri-County or San Miguel)     Well Permit # \_\_\_\_\_

Haul/Cistern     Other – Describe \_\_\_\_\_

**HOA AND/OR ARCHITECTURE REVIEW COMMITTEE NOTIFICATION:**

You must notify any applicable Home Owners Association or Architectural Control Committee that a building permit application has been submitted to the Land Use Department. Please complete certification below:

HOA/ACC Notified. Initial: \_\_\_\_\_     No Active HOA/ACC Initial: \_\_\_\_\_

**VISUAL IMPACT REGULATIONS:**

Is construction site within 1.5 miles of any visual impact corridor? Yes  No  -- If you are within 1.5 miles of a *Visual Impact Corridor*, your proposed project must be reviewed by the Building Official to confirm compliance with Section 9 of the Ouray County Land Use Code. (Visual Impact Regulations) The erection of story poles on the property may be required to complete the review. Compliance to the Visual Impact Regulations is required prior to the issuance of a Certificate of Occupancy, and continued compliance is required.

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**OTHER IMPORTANT INFORMATION:**

- Adequate sanitary facilities **MUST** be provided at the construction site.
- If construction site *is not* within a PUD/subdivision, then a *Site Development Permit* is required to approve a Building Permit.
- If construction site *is* within a PUD/subdivision, the building envelope **must** be staked.

**PLEASE READ THE FOLLOWING CAREFULLY BEFORE YOU SIGN!**

*This permit will expire after one year if approved construction has not commenced, or if construction or work is suspended or abandoned for a period of one year at any time after work has commenced. Separate permits are required from the State of Colorado for electrical and plumbing installations.*

*I hereby certify that I have read this application completely and that all information provided is correct to the best of my knowledge. All laws, regulations, and ordinances governing the scope of the project contemplated by this application will be complied with, whether or not specifically described within this application. I understand that providing false or misleading information may result in any permit(s) issued being revoked. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating the scope of the project contemplated by this application.*

*I understand that this application may be open for public inspection as required by the Colorado Open Records Law (C.R.S. 24-72-202, et seq.) and that my personal information contained on this application may be available to the public for review.*

*I understand that Ouray County is overall a rural county located in rough and difficult terrain with a limited transportation network and County services may be unavailable or service may be untimely in some or all areas of the County. I am aware that approval of a site development permit or any other permit does not constitute and shall not be considered as conferring any guarantee or expectation of the provision of any County service (including emergency services).*

If you are listing a business entity (LLC, Inc, Corp., etc.) as the property owner, you must check this box to confirm that the business (and any other associated members) has granted you approval to apply for this permit.

**Signature of Owner or Agent:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name of Owner or Agent:** \_\_\_\_\_

**(If AGENT, a completed Agent Authorization Form must be attached.)**