



APPLICATION FOR TELLER COUNTY BUILDING PERMIT FOR MODULAR, & MANUFACTURED HOMES PLACED ON PERMANENT FOUNDATION

Community Development Services Division - Building Department
719 - 687- 3048 Fax 719- 687- 5256 PO Box 1886 Woodland Park, CO 80866

Manufactured Home: (HUD Code Units) Is not less than 24 feet in width and 36 feet in length; Is installed on an engineered permanent foundation; Hard brick, wood or cosmetically equivalent exterior siding and a pitched roof; Is certified pursuant to the A National Manufactured Housing Construction and Safety Standards Act of 1974: as amended; And is building for the Colorado climate and snow loads according to the Department of Housing and Urban Development standards established under the provisions of 42 USC 5401, et seq.

Factory Built Home: (Modular) (IRC Code Compliant Unit) Is built in multiple sections, each on a chassis which enables it to transported to its occupancy site; Is constructed to the standards of the State of Colorado Factory Building Housing Construction certification Code (8CCR1302-3) and must bear a certification insignia in compliance with those standards; Is installed on an engineered permanent foundation; Meets current County requirements for roof snow load.

EVERY BLANK ON THIS APPLICATION MUST BE FILLED IN WITH INK !

TYPE OF HOME: _____ FOUNDATION TYPE: _____
(CRAWLSPACE, FULL BASEMENT, ETC.)

CONSTRUCTION WITH AN ATTACHED GARAGE? (CIRCLE ONE): **YES** OR **NO**
(Class C-1 License min. required)

LEGAL DESCRIPTION: _____

ALL CONTRACTORS MUST BE LICENSED IN TELLER COUNTY !!!

T.C. LICENSE #	CONTRACTOR BUSINESS NAME	PHONE #
	GENERAL:	
	WELL PUMP ELECTRIC:	
	<u>STATE</u> CERTIFIED INSTALLER:	
	EXCAVATOR:	
	FOUNDATION:	
	ELECTRICIAN:	
	GAS LINE:	
FILL IN BELOW FOR FULL BASEMENTS!		
	FRAME:	
	PLUMBER:	
	OTHER:	

PERMIT CHECK LIST

THE FOLLOWING ITEMS NEED TO BE OBTAINED PRIOR TO OR IN CONJUNCTION WITH SUBMITTAL OF THE BUILDING PERMIT APPLICATION TO THE BUILDING DEPT:

- 1) _____ COPY OF THE DRIVEWAY PERMIT **OR** 1a) _____ COPY OF TRANSPORTATION
 _____ DRIVEWAY PERMIT APPLICATION PERMIT OR TRANSPORTATION
 _____ CONTRACTOR & PHONE
 _____ NUMBER: _____
- 2) _____ COPY OF SEPTIC PERMIT **OR** 3) _____ **TELLER COUNTY COMMUNITY**
 _____ SEPTIC PERMIT APPLICATION **OR** **DEVELOPMENT SERVICES PLANNING**
 _____ A COPY OF SEWER TAP RECEIPT **DEPARTMENT SITE PLAN REVIEW**
APPLICATION

THE ABOVE & FOLLOWING INFORMATION MUST BE SUBMITTED WITH THE COMPLETED BUILDING PERMIT APPLICATION:

- 4) _____ \$250.00 APPLICATION FEE (FEE WILL BE CREDITED TO THE TOTAL PERMIT FEE).
 (APPLICATION FEE IS NON-REFUNDABLE)
- 5) _____ 2 COMPLETE DETAILED SETS OF FLOOR PLANS INCLUDING ALL MANUFACTURES
 INSTALLATION SPECIFICATION’S & DRAWINGS SHOWING THE EXTERIOR BUILDING
 ELEVATIONS ON **ALL 4 SIDES** INCLUDING DOORS & WINDOWS IF ON A BASEMENT.
- 6) _____ 2 SETS OF STAMPED FOUNDATION ENGINEERING, ONE MUST BE AN ORIGINAL.

*****All other additions to the manufactured/modular home (basements, decks, garages, ect.) must be engineered, and 2 full construction sets are required for those items as part of total submittal.*****

- 7) _____ 2 SETS OF SOILS REPORTS DATED WITHIN THE LAST 12 MONTHS, ONE MUST BE AN ORIGINAL.
- 8) _____ 2 PLOT PLANS/SITE PLANS MEETING REQUIREMENTS OF SEPARATE SITE PLAN CHECK LIST.
- 9) _____ MAP TO THE PROPERTY FROM THE NEAREST CITY. IF THE PROPERTY IS BEHIND A LOCKED GATE, PLEASE PROVIDE A KEY OR COMBINATION _____.
- 10) _____ COLORADO STATE CERTIFIED HOMES (U.B.C): A LETTER MUST BE PROVIDED FROM THE MAUFACTURER OF THE HOME THAT STATES THE FOLLOWING INFORMATION: 1)THE STRUCTURE HAS A ROOF WITH A MINIMUM 40LB. LIVE LOAD, 2) THE MODEL NUMBER AND/OR SERIAL NUMBER, AND 3) THE OWNER’S NAME AND LEGAL ADDRESS WHERE THE HOME WILL BE PLACED.
- 11) _____ H.U.D: A LETTER FROM THE MANUFACTURER MUST BE PROVIDED THAT STATES THE FOLLOWING INFORMATION: 1) THE MINIMUM ROOF LIVE LOAD, 2) THE MODEL NUMBER AND/OR SERIAL NUMBER, 3) THE OWNER’S NAME AND LEGAL ADDRESS WHERE THE HOME WILL BE PLACED.

ALL COLORADO STATE CERTIFIED UNITS MUST HAVE AN INSIGNIA IN COMPLIANCE WITH THE STATE OF COLORADO FACTORY BUILT HOUSING CONSTRUCTION CERTIFICATION CODE (§ CCR 1302-3).

FOR INFORMATION ONLY:

THESE ITEMS WILL BE REVIEWED UPON SUBMITTAL OF PLANS:

PLEASE NOTE: A CUSTOMER ORDER FORM IS NOT AN OFFICIAL DOCUMENT THAT IS ACCEPTABLE FOR SUBMITTAL!!

- Project may need engineering, Environmental Health approval, Planning approval, or Fire Department approval.
- The home is certified pursuant to the ‘National Manufactured Housing Construction & Safety Standards Act of 1974’ – Effective June 15, 1976 (Homes constructed after June 15, 1976, comply with the national standard) **AND**
- Homes being placed in R-1M, A-1, and mobile home park zones with a 30lb. Live load roof must have the red H.U.D. label stating the home has been constructed & inspected in compliance with H.U.D. standards.
- Architect or engineer stamp & signature when required by state statutes.

Separate permits are required for Electrical, Mechanical, and Plumbing work (if applicable).

-If any alteration or addition to the home is to be performed, **ENGINEERING IS REQUIRED!**

Basement plans must show:

- Proposed calculations of floor area.
- Proposed use for all rooms.
- Window & door schedule with glass/glazing calculations.
- Structural drawing must show framing layout, spacing, material specifications, and design loads.
- Plans must be organized, to scale, and have dimensions to enable area & height calculations.
- Full stair & deck detail if applicable.
- All 4 exterior building elevations.

-It is understood that the Teller County Building Dept. will inspect the footing & foundation for steel & all other requirements as specified. It is further understood that all engineering requirements specified by the architect/engineer must be complied with.

SET BACK REQUIREMENTS:

***A survey is required if the structure is place within 5’ of the required setback.**

R-1, R-1M zones	A-1 zones
25’ from Front property line *30’	50’ from All Property Lines *55’
15’ from Side property line *20’	
30’ from Rear property line *35’	

All property corners, and any intermediate points necessary, must be clearly marked at the time of the first inspection. Property corners must be marked with stakes tall enough to be easily viewed above vegetation or accumulated snow. Setback requirements are measured at a 90° angle from the property line, the setbacks are measured from the relative position of the property line (i.e. the front setback is measured from the front property line, which is not necessarily the front of the building). If the property is abutting a road or road right of way this is considered a front and needs to meet the front yard minimum setback requirement. Be advised that improper placement of the structure will not be considered justification for the granting of a variance. If your structure is placed too close to the property line you may be required to move the structure, or purchase additional property.

For additional information, please see the “Guide to Building” and the “Teller County Building Code” – available on our web page www.co.teller.co.us or 800 Research Dr., Woodland Park, CO (719-687-3048)