



TO SET A SKIRTED MOBILE HOME

(Following this check list, in order, will be your most efficient path)

Visit the Community Development Department at City Hall, 360 Main Street. Phone 970-874-7909

- Is your site zoned MHR?
- Does the home you propose to purchase meet HUD requirements? (e.g. was it manufactured after June 15, 1976 or does it otherwise meet the ANSI A119.1 Standard?)
- View the plat of the mobile-home park you may be considering, or bring in your parcel information so we can determine compliance with zoning regulations.
- Required Applications and Inspections:
 - Obtain a permit to move the home at the County Treasurer's office in the county where the home was purchased and/or is located. If the home is in Delta County, for example, you would visit the Courthouse at 501 Palmer St. or call (970) 874-2135.
 - The fee for a mobile home permit is \$50.00. This covers set-up, tie-downs, stair construction and skirting inspections.
 - Provide a bill of sale for the purchase of the mobile home. There is a 52% sales tax on the of the purchase price of the mobile home as shown on the bill of sale. A 3% use tax is charged for the cost of materials to set up the home.
 - A state gas permit is required. A plumber registered through the State of Colorado must obtain a state gas permit and install the gas line and issue a green tag for the gas company to be able to turn on the gas. 1-303-894-2300. **Call Black Hills Energy or your local propane dealer to set up those utilities.**
 - Electrical-permit – through the City of Delta – completed and inspected.
 - A **State** installation **INSIGNIA shall be affixed prior to inspections** by the City of Delta. Please call the State of Colorado Department of Local Affairs at 303-864-7837 or email Yesenia.araujo@state.co.us or visit <https://cdola.colorado.gov/housing>.
 - Address Posted
 - Landing and Stairs complete – see separate info on Stairs and Landings
 - Home is secured (tied down) and Skirted
- Visit the City Finance Department on the main floor of City Hall to set up trash, water, sewer and electric service. The phone number for our Finance Department is 874-7908. If you should be in an area of town where electricity is served by DMEA, you will need to call (970) 249-4572 to set up their service.