

1 CITY OF LITTLETON, COLORADO

2 ORDINANCE NO. 09

3 Series, 2026

4 AN ORDINANCE OF THE CITY OF LITTLETON,  
5 COLORADO, AMENDING TITLE 4 BUILDING  
6 REGULATIONS CHAPTER 1, BUILDING CODES, AND  
7 CHAPTER 4 MOBILE HOMES AND MOBILE HOME  
8 PARKS  
9

10 NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE  
11 CITY OF LITTLETON, COLORADO, THAT:

12 Section 1: Littleton City Code, Title 4, Building Regulations, Chapter 1 Building Codes,  
13 Section 1, Subsection L is hereby amended to read as follows:

14 "L. NFPA 70 National Electrical Code 2026 Edition by the National Fire Protection  
15 Association ("2026 NEC")"  
16

17 Section 2: Littleton City Code, Title 4, Building Regulations, Chapter 4, Mobile Homes  
18 and Mobile Home Parks is hereby repealed and reinstated in its entirety, to read as follows:

19 **Chapter 4 MANUFACTURED HOMES AND MANUFACTURED HOME PARKS**

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50 **4-4-1: DEFINITIONS:**

51 A. Whenever used in this Chapter, unless a different meaning appears from the context,  
52 the following words and phrases shall have the meanings ascribed to them in this Section:

53 **CITY ADMINISTRATION:** The Littleton Chief Building Official or his/her designated  
54 representative.

55 **EXISTING PARK:** A manufactured home or travel trailer park existing within the city on the  
56 effective date of this Chapter, or existing on the date of annexation within territory annexed to the  
57 city subsequent to the effective date of this Chapter.

58 **EXPANSION OF EXISTING PARKS:** The preparation of land, in addition to the existing land  
59 area of a manufactured home park, by the construction of facilities onto which manufactured  
60 homes are placed, or are service facilities, including, but not limited to, installation of utilities,  
61 final site grading, pouring of concrete pads, construction of streets, or erection of bath and/or  
62 laundry facilities.

63 **MANUFACTURED HOME:** A structure, transportable in one or more sections, that in the  
64 traveling mode is 8 body feet (2438 body mm) or more in width or 40 body feet (12,192 body mm)  
65 or more in length, or, where erected on site, is 320 square feet (30 m<sup>2</sup>) or more, and that is built  
66 on a permanent chassis and designed to be used as a dwelling with or without a permanent  
67 foundation where connected to the required utilities, and includes the plumbing, heating, air-  
68 conditioning and electrical systems contained therein; except that such term shall include any  
69 structure that meets all the requirements of this paragraph except the size requirements and with  
70 respect to which the manufacturer voluntarily files a certification required by the secretary (HUD)  
71 and complies with the standards established under this title. For mobile homes built prior to June  
72 15, 1976, a label certifying compliance to the Standard for Mobile Homes, NFPA 501, in effect at

73 the time of manufacture is required. For the purpose of these provisions, the term manufactured  
74 home includes park trailers.

75 **MANUFACTURED HOME PARK OR SUBDIVISION.** A parcel (or contiguous parcels) of  
76 land divided into two or more manufactured home lots for rent or sale. **MANUFACTURED**  
77 **HOME SPACE:** A plot of ground within a park designed for the accommodation of one  
78 manufactured home.

79 **PARK LICENSE:** A written instrument issued by the city administration authorizing the  
80 **operation or maintenance** of a manufactured home park or travel trailer park under this Chapter  
81 and the regulations that may be promulgated hereunder.

82 **PARK PERMIT:** A written instrument issued by the city administration authorizing the  
83 **construction or extension** of a manufactured home park or travel trailer park under this Chapter  
84 and the regulations that may be promulgated hereunder.

85 **SERVICE BUILDING:** A permanent building constructed under the appropriate adopted codes,  
86 containing offices, indoor recreational facilities, sanitary facilities and/or laundry facilities or such  
87 other facilities as may be required by this Chapter.

88 **TRAVEL TRAILER:** A recreational vehicle that is primarily designed for temporary living  
89 quarters for recreational, camping, or seasonal use. It is built to be mounted on or towed by another  
90 vehicle, is regulated as a vehicle, and does not require a special highway use permit. (NFPA 1192)

91 **TRAVEL TRAILER PARK:** Any plot of ground occupied or intended for occupancy for two (2)  
92 or more travel trailers, as defined herein, regardless of whether a charge is made for the use of such  
93 accommodations.

94 **TRAVEL TRAILER SPACE:** A plot of ground within a travel trailer park designed for the  
95 accommodation of a travel trailer.

96 B. Construction Of Words: Whenever such construction is applicable, words used in this  
97 Chapter importing singular or plural number may be construed so that one number includes  
98 both. Wherever the word "park" appears without designation as manufactured home  
99 park or travel trailer park, the word shall be construed as including both manufactured  
100 home parks and travel trailer parks, and a combination of both.

101 **4-4-2: PRELIMINARY PARK DEVELOPMENT PLAN REQUIRED:**

102 Any person desiring to construct a manufactured home park in the city shall submit to the city  
103 administration a site plan, as part of the conditional use process. Such preliminary development  
104 plan shall contain the following information:

- 105 A. Location and boundaries of the proposed manufactured home park.
- 106 B. Names and widths of adjacent streets.
- 107 C. Zoning and land use of current, adjacent and surrounding property.
- 108 D. Proposed routes of access and egress to manufactured home park.
- 109 E. Tentative park layout including streets, site plans, recreational areas, off-street parking  
110 area if any, and service building areas.

- 111 F. Location and size of adjacent public utilities and associated easements, including water  
112 lines, sewer lines, etc.  
113 G. Such other information as may be required by the city administration.

114 **4-4-3: PERMITS FOR CONSTRUCTION OR EXPANSION OF PARKS:**

- 115 A. It shall be unlawful for any person to construct or expand a manufactured home  
116 park or travel trailer park within the corporate limits of the city unless a valid park  
117 permit for construction or expansion has been issued.  
118 B. Application for a park permit shall be made to the city administration and shall contain  
119 the following information:  
120 1. The name and address of the applicant;  
121 2. The name of the owner of the land on which the manufactured home park or travel  
122 trailer park is or is to be constructed;  
123 3. The location of and the legal description of the boundaries of the park;  
124 4. A complete plan of the park in accordance with section 4-4-6 of this chapter;  
125 5. Such other information as may be requested by the city administration.  
126 C. For both new and expansion of parks, if there is more than 5,000 sq. ft., or 50 cubic yards,  
127 of disturbance, erosion control plans and a drainage report will be required to obtain a  
128 grading permit. A state stormwater permit may be required at the direction of city  
129 administration.  
130 D. Any proposed development within a floodplain is required to obtain a Floodplain  
131 Development Permit in accordance with Title 10, Chapter 7.  
132 E. If the planning commission, after review by city administration, approves the park and  
133 finds it is in compliance with the provisions of this chapter and with other applicable  
134 chapters and regulations, a park permit shall be issued.  
135 F. The park permit shall be valid only for the plan submitted with the application and shall  
136 not be transferable to any other lot, tract or parcel of land within the corporate limits of  
137 the city.  
138 G. Park permits shall expire six (6) months after the date of issuance if construction has not  
139 begun and is not diligently pursued.  
140 H. All buildings and utilities to be constructed, altered or repaired in a park shall comply with  
141 all applicable codes and engineering specifications of the city and the state, and applicable  
142 permits shall be obtained.

143 **4-4-4: CERTIFICATES OF OCCUPANCY:**

144 It shall be unlawful for any person to occupy, maintain, or operate a park within the corporate  
145 limits of the city unless and until a valid certificate of occupancy has been obtained.

146

147 **4-4-5: RESERVED**

148 **4-4-6: MANUFACTURED HOME PARK PLAN REQUIRED:**

149 A. A complete plan for the purpose of obtaining a park permit issued by the city  
150 administration shall be drawn to a scale of not less than one inch equals twenty feet  
151 (1" = 20'), and shall show or state:

- 152
- 153 1. The area and dimensions of the tract of land;
  - 154 2. The number, location and size of all manufactured home and travel trailer spaces,  
155 with each space designated as "manufactured home" or "travel trailer;"
  - 156 3. The location and width of all roadways and sidewalks;
  - 157 4. The location and size of automobile parking lots, parking spaces and recreation areas;
  - 158 5. The location of service buildings and any other existing or proposed structures;
  - 159 6. The size and location of existing and proposed water and sewer connections, location  
160 of fire hydrants and methods to be used for garbage disposal;
  - 161 7. Plans and specifications for all buildings, utilities and other improvements  
162 constructed or to be constructed within the park.

163 **4-4-7: INSPECTIONS REQUIRED:**

164 The city administration, its designated fire protection, and its utility entities are hereby authorized  
165 and directed to determine the condition of manufactured home and travel trailer parks and of  
166 manufactured homes and travel trailers located within the city in order to determine the degree of  
167 compliance or noncompliance with the terms of this chapter. With the consent of the landowner or  
168 other person entitled to possession of the premises, or given such other search warrant exceptions  
169 as may be authorized by law, the city administration, its designated fire protection, and its utility  
170 entities shall have the power to enter any private or public property for the purpose of inspecting  
171 and investigating conditions relating to the enforcement of this Chapter or any regulations which  
172 may be promulgated hereunder. Additionally, the right of entry and inspection may be obtained by  
173 the city administration, its designated fire protection, and its utility entities by application to and  
174 proper orders or warrants issued from a court of proper jurisdiction.

175 **4-4-8: APPEALS FROM DECISIONS:**

176 Should an applicant be convinced that the interpretation of the city administration is in error of  
177 any of the terms of this Chapter, he/she shall have a further administration remedy which consists  
178 of appeal under the procedure established in Section 10-9-9.2 of this Code.

179 **4-4-9: MANUFACTURED HOME PARK SITE LOCATION:**

- 180 A. Except as provided in subsection **10-4-3.2.D** of this Code, all parks hereafter established  
181 in the city shall be located on a well-drained site, and shall be located so that their drainage  
182 will not endanger any water supply or adjacent property.
- 183 B. If a park falls within the designated floodplains within the city, the applicant must apply  
184 for a Floodplain Development Permit, which must be reviewed by the Floodplain Manager  
185 for drainage, and appropriate measures to protect the public waterways, and water supply.
- 186 C. Park sites shall be made free from marshes, swamps or other potential breeding places for  
187 insects or rodents.

188 D. The topography should be favorable to a minimum grading, manufactured home and travel  
189 trailer placement and ease of maintenance. Individual space grades shall not exceed eight  
190 percent (8%).

191 E. Manufactured home parks shall have direct access to a public street or highway. Travel  
192 trailer parks, established independently or in conjunction with manufactured home parks  
193 shall have access to a highway without running traffic through any residential  
194 neighborhood or any portion of a park occupied by manufactured homes.

195 **4-4-10: RESERVED**

196 **4-4-11: REQUIRED STANDARDS:**

197 A. Street System:

198 1. The street system within the park shall be so designed that access to all lots used  
199 for parking manufactured homes or travel trailers shall be from within the park. No  
200 lot shall be so laid out or improved as to permit direct access to any public street or  
201 highway. Where a portion of a park is to be used for travel trailers, there shall be  
202 an access route to the public street or highway which does not require driving  
203 through any portion used for manufactured homes.

204 2. Streets leading into the park from public streets and highways shall be paved to a  
205 width of at least forty feet (40') for a distance of at least one hundred feet (100')  
206 from the public street or highway, and no parking shall be permitted on such streets  
207 within one hundred feet (100') of the public street or highway.

208 3. Other streets in the park shall be paved to a minimum width (curb to curb) of twenty  
209 eight feet (28') for one-way streets, forty-six feet (46') for two-way streets, where  
210 parking is permitted. For each side of such streets on which parking is prohibited,  
211 minimum width may be reduced by eight feet (8').

212 4. The minimum radii of curvature at the centerline of any street within the park shall  
213 be one hundred feet (100').

214 5. Cul-de-sacs may be used but shall be built in accordance with Section 803 of the  
215 Littleton Engineering Design Standards and Specifications (LEDS).

216 6. All streets within the park shall be built to city standards and specifications. Refer  
217 to the LEDS. Due to the nature of these developments, mountable curb is preferred.

218 7. Signs shall be placed at street intersections within the park designating  
219 the manufactured home space numbers located along each street. The letters on  
220 such signs shall be a minimum of three inches (3") in height and shall be reflective.

221 B. Parking: See Section 10-1-3.7 *Vehicular Mobility*. or sections of parks, not less than one (1)  
222 parking space or sections of parks, not less than one (1) parking space, nine feet (9') by  
223 eighteen feet (18'), shall be provided for each travel trailer space in addition to that space.  
224 Parking spaces shall be conveniently located with respect to normal anticipated use  
225 by tenants and visitors and in relation to service facilities.

226 C. Walkways: Concrete walkways not less than twenty-four inches (24") wide shall be  
227 provided from manufactured home or travel trailer spaces to streets. Sidewalks, along both  
228 sides of the streets, shall be in accordance with LEDS, with a minimum of five feet (5') in

229 width. In addition, concrete walkways at least thirty inches (30") wide shall be provided  
230 from streets to service buildings.

231 D. Screening: The entire park shall be surrounded by a fence, or wall on all sides abutting  
232 other private property. Fences and walls shall be at least six feet (6') in height and of solid  
233 construction. Notwithstanding other requirements of this provision, no such fence, or wall  
234 shall be permitted to extend into any required setback at a height or in a manner which  
235 materially impedes visibility from or of the setback area.

236 E. Recreational Area: In all manufactured home parks with 25 or more units, a minimum of  
237 eight percent of the gross development area shall be devoted to recreation areas. The  
238 recreation area(s) shall be suitable for recreation and centrally located. The recreation  
239 area(s) shall be accessible by sidewalks.

240 F. Minimum Distances Between Manufactured Homes, Travel Trailers, Buildings And  
241 Streets:

242 1. Minimum setbacks for manufactured homes, travel trailers, and any addition or  
243 expansion thereto, and buildings within said park(s) shall be in accordance with  
244 Table 10-4-2.2, *NB Lot and Building Standards* of Title 10.

245 2. No manufactured home, travel trailer or addition thereto shall be nearer than  
246 twenty feet (20') to any other manufactured home, travel trailer or building on  
247 either side nor nearer than twenty feet (20') to any other manufactured home,  
248 travel trailer or building at the rear. In existing manufactured home parks,  
249 manufactured home spaces may be occupied by the same size manufactured  
250 home or travel trailer as is on the space at the effective date of this Chapter or, if  
251 the space is vacant, that was last occupying said space. The degree of  
252 nonconformance with this Section may not be increased by moving a larger  
253 manufactured home or travel trailer than occupied the space at the effective date  
254 of this Chapter unless the above setback requirements are met.

255 3. Permanent storage facilities or decks may be located on the sides of a  
256 manufactured home, but such storage facilities or decks may not be nearer than  
257 ten feet (10') to any other manufactured home, travel trailer or addition thereto.  
258 A five-foot (5') separation must be maintained between structures of any type  
259 belonging to separate manufactured homes, and a two and a half foot (2.5')  
260 separation must be maintained from the virtual lot line placed equal distance  
261 between adjacent manufactured homes.

262 4. No manufactured home or travel trailer shall be parked with the tongue nearer  
263 than five feet (5') to any sidewalk, not including the sidewalk leading to the  
264 entrance of the home, nor nearer than fifteen feet (15') on either side to any  
265 sidewalk adjacent to any interior street or accessway.

266 G. Lighting: Each utility building and each toilet building shall be adequately lighted inside  
267 (10 foot-candles) and shall have outside lights large enough to illuminate the immediate  
268 area, (1 foot-candle) which lights shall be placed in such a manner that identifying signs  
269 are readable at night. All streets and walkways shall be illuminated so that the well-being  
270 and safety of the occupants are ensured.

271 **4-4-12: FIRE PROTECTION REQUIREMENTS:**

- 272 A. All portions of any park shall be within two hundred fifty feet (250') of a fire hydrant of  
273 size and design conforming to the fire regulations of the city.
- 274 B. Every park shall be equipped at all times with supplementary fire extinguishing equipment  
275 as defined by the city's adopted fire protection agency, in good working order and of such  
276 type, size and number and so located within the park as prescribed by the fire regulations  
277 of the city.
- 278 C. Any portion of a manufactured home park that falls within the designated areas of the  
279 current Colorado Wildfire Resiliency Code Map, using the Fire Intensity Classification  
280 layer, that does not exist at the adoption of this code, must comply with all provisions of  
281 the adopted version of the International Wildland Urban Interface Code, as may be  
282 amended within Title 4, Chapter 1.

283 **4-4-13: SERVICE BUILDING REQUIREMENTS:**

- 284 A. Manufactured Home Parks Only: Every manufactured home park shall provide adequate  
285 sanitary facilities for emergency use in a service building or building. These facilities shall  
286 consist of at least two restrooms containing a flush-type toilet and one lavatory, and be  
287 constructed to be accessible per adopted city codes. Such facilities shall be maintained in  
288 a clean and sanitary condition and in working order at all times.
- 289 B. Travel Trailer Parks Only: Every park that accommodates travel trailers shall provide in a  
290 service building or buildings not less than the following facilities for up to five (5) travel  
291 trailers: three (3) water closets, two (2) lavatories and two (2) showers, distributed in such  
292 a way as to provide privacy when in use by multiple persons. For each additional five (5)  
293 travel trailers or fraction thereof there shall be provided not less than the following  
294 additional facilities: one water closet, one lavatory and one shower. Urinals may be  
295 substituted for not more than fifty percent (50%) of the additional water closets.
- 296 C. Additional Service Building Requirements: Service buildings shall:
- 297 1. Comply with the setback requirements as outlined within Title 10, Chapter 4, Table  
298 10-4-2.2;
- 299 2. Be of moisture-resistant material on the inside, to permit frequent washing and  
300 cleaning and shall be adequately lighted;
- 301 3. Be of permanent construction of one-hour fire rating, complying with city Building  
302 Codes
- 303 4. Comply with all adopted city building codes and amendments.

304 **4-4-14: WATER SUPPLY:**

- 305 A. An accessible, adequate, safe and potable supply of water under pressure shall be provided  
306 in each manufactured home park and travel trailer park capable of furnishing a minimum  
307 of two hundred fifty (250) gallons per day per manufactured home space and travel trailer  
308 space. Where a public supply of water is available, connection shall be made thereto and  
309 its supply shall be used exclusively except a private water supply may be used for irrigation  
310 purposes.

311 B. The development of an independent water supply to serve the park shall be made only after  
312 express approval has been granted by the city and plans and specifications for the water  
313 system have been approved by the city, applicable utility districts, and the  
314 State Department of Health.

315 **4-4-15: PUBLIC SEWER SYSTEM CONNECTION REQUIRED:**

316 Parks and all associated structures within, shall be connected to the public sewer system and such  
317 connection shall be approved by the city. All sewage disposal apparatus, including appurtenances  
318 thereto, shall be provided, maintained and operated so as not to create a nuisance or health hazard.  
319 The usage of the sewer shall conform to all city ordinances.

320 **4-4-16: PLUMBING REGULATIONS:**

- 321 A. All plumbing in the manufactured home or travel trailer park shall comply with state and  
322 city plumbing codes and regulations.
- 323 B. Each manufactured home space shall be provided with at least a three inch (3") inside  
324 diameter sewer connection. In existing parks where smaller connections are in service, they  
325 may continue to be used until a malfunction occurs. At such time, they shall be replaced  
326 with a three inch (3") riser. The sewer connection shall be provided with suitable fittings,  
327 so that a watertight connection can be made between the manufactured home drain and the  
328 sewer connection. Such individual manufactured home connections shall be so constructed  
329 that they can be closed so as to prevent any escape of odor or gas when not linked to a  
330 manufactured home.
- 331 C. The manufactured home drain shall be watertight and self-draining.
- 332 D. Where sewer connections are provided to travel trailer spaces, such connections shall  
333 conform to all the above specifications.

334 **4-4-17: REFUSE DISPOSAL:**

335 The storage, collection and disposal of refuse in the manufactured home or travel trailer park shall  
336 be so managed as to create no health hazards, rodent harborage, insect breeding areas, accident  
337 hazards, or air pollution. All refuse shall be stored in rodentproof containers, which shall be  
338 provided in sufficient number and capacity to accommodate all refuse from the park. Satisfactory  
339 container racks or holders shall be provided at permanent locations, convenient to manufactured  
340 home and travel trailer spaces, in areas appropriately screened from view, and shall comply with  
341 all health regulations. Methods of storage, collection and disposal are subject to approval by  
342 the city administration.

343 **4-4-18: ELECTRICAL CONNECTIONS:**

- 344 A. An electrical outlet supplying at least 120 volts, or 120/240 volts for utility company three  
345 (3) wire meters, shall be provided for each manufactured home and travel trailer space,  
346 with a minimum capacity of fifty (50) amperes. The installation shall comply with all state  
347 and city electrical regulations. Such electrical outlets shall be weatherproofed.

- 348 B. In existing parks, an electrical outlet supplying at least 120 volts shall be provided for each  
349 manufactured home and travel trailer space, with a minimum capacity of 30 amperes. The  
350 installation shall comply with applicable electrical codes and shall be weatherproofed.  
351 C. All power lines and service lines to the manufactured home space or travel trailer space  
352 shall be located below the surface of the ground.  
353 D. Bodies of all metal trailers shall be grounded.

354 **4-4-19: FUEL STORAGE AND CONNECTIONS:**

- 355 A. Travel trailers using liquefied petroleum gas for cooking and heating units are subject to  
356 inspection for compliance with the state law on liquefied petroleum gases. These units may  
357 be converted to use natural gas. For the safety of occupants, it shall be the responsibility of  
358 the park owner or operator to ensure that no natural gas units in a travel trailer are  
359 connected or used until such gas units are inspected and approved by a gas utility company  
360 supplying the service. All rules and regulations of the gas utility company as filed with the  
361 public utilities commission shall be adhered to prior to gas service being provided.  
362 B. All piping from outside fuel storage tanks or cylinders to heating units in or travel trailers  
363 shall be copper or other acceptable metallic tubing and shall be permanently installed and  
364 securely fastened in place. All fuel storage tanks or cylinders shall be securely fastened in  
365 place and shall not be located inside or beneath the or travel trailer. Before conversion to  
366 natural gas may be made, subsection (A) of this Section shall be conformed with.

367 **4-4-20: PARKING OF MANUFACTURED HOMES AND TRAVEL TRAILERS:**

- 368 A. Parking of travel trailers in public roadside parks shall be in accordance with posted signs  
369 and instructions in such parking areas.  
370 B. Jacks or stabilizers must be placed under the frame of the manufactured home or travel  
371 trailer excluding campers mounted on trucks and buses, to prevent movement on the  
372 springs while the home is parked for occupancy.

373 **4-4-21: OCCUPANCY OF MANUFACTURED HOMES AND TRAVEL TRAILERS:**

- 374 A. No manufactured home or travel trailer shall be occupied in a park unless the manufactured  
375 home or travel trailer is situated on a designated space.  
376 B. No travel trailer shall be occupied on a travel trailer space within the city limits for more  
377 than one hundred eighty (180) days in any calendar year. (Ord. 15, Series of 1977)

378 **4-4-22: ADDITIONS TO MANUFACTURED HOMES:**

- 379 A. Prohibited; Exceptions: No additions shall be built onto or become a part of  
380 any manufactured home except:  
381 1. Skirting of manufactured homes, but such skirting shall not provide a harborage for  
382 rodents, or create a fire hazard, Skirting of manufactured homes shall be installed  
383 in accordance with Subsec. 10-4-3.2.D Manufactured Home Park. Approved vents  
384 shall be installed to provide adequate air for combustion of any gas unit as specified  
385 in Section 4-4-19 of this Chapter.  
386 2. Cabanas, patios or porches.

387 B. Building Permit Required: A building permit shall be required for any addition permitted  
388 above.

389 C. Fireplaces: All fireplaces installed in a manufactured home shall have a manufacturer's  
390 certification for manufactured home installation and shall be provided with outside  
391 combustion air into the firebox. A building permit shall be required for any manufactured  
392 home fireplace installation. For purposes of this Section, the term "fireplace" shall include  
393 all wood and coal burning or other appliance which utilize combustion air within a firebox  
394 as well as conventional fireplaces and zero clearance fireplaces.

395 **4-4-23: STORAGE SPACE REQUIRED:**

396 A. Each manufactured home space shall be provided with not less than one hundred (100)  
397 cubic feet of storage space. Such storage space may be provided within individual units  
398 located on each manufactured home space or in a central building serving no more than  
399 ten (10) spaces. All such storage units and buildings shall be of one-hour fire resistant  
400 construction.

401 B. No storage shall be permitted underneath any manufactured home or travel trailer.

402 **4-4-24: REGISTER OF OCCUPANTS MAINTAINED:**

403  
404 A. It shall be the duty of every park owner or operator to maintain a register containing record  
405 of all park homeowners and occupants located within the park. The register shall contain  
406 the following, at a minimum:

- 407 1. The names and permanent home addresses of all manufactured home and travel  
408 trailer occupants stopping in the park;  
409 2. The make, model, and license number of each manufactured home or travel trailer,  
410 and each motor vehicle by which it is towed or associated with the manufactured  
411 home or travel trailer;  
412 3. The state, territory or country issuing the manufactured home or travel trailer  
413 license and the year such license was issued.

414 B. Such register shall be available to any authorized person, including law enforcement officers,  
415 public health officials and other officials, inspecting the park whose duties necessitate  
416 acquisition of the information contained in the register, and shall be preserved for a period  
417 of three (3) years.

418 **4-4-25: COMPLIANCE WITH REGULATIONS; POST LICENSE:**

419 The applicant to whom a park license is issued shall at all times operate the park in compliance  
420 with all applicable federal, state and local regulations issued herein, and shall provide adequate  
421 supervision to maintain the park, its facilities and equipment in good repair and in a clean and  
422 sanitary condition at all times. The park license shall be conspicuously posted in the office of or  
423 on the premises of the park at all times.

424 **4-4-26: REVOCATION OF LICENSE:**

425 The City Council, after a public hearing, may revoke any park license when the evidence at such  
426 hearing shows that the licensee has violated any provisions of this Chapter.

427 **4-4-27: EXISTING PARKS:**

428 **A. Certificate Of Occupancy:**

- 429 1. Within thirty (30) days after the effective date of this Chapter, or within thirty (30)  
430 days after annexation to the city subsequent to the effective date of this Chapter,  
431 the owner or operator of each existing manufactured home park or travel trailer  
432 park shall apply to the city administration for a certificate of occupancy.  
433 Application shall contain such information as the city administration may require  
434 to determine if the park does not conform to all requirements of this Chapter.  
435 2. The city administration shall issue a certificate of occupancy to the applicant of  
436 legally existing parks.

437 **B. Licenses:**

- 438 1. Required Upon Annexation: Within thirty (30) days after the effective date of this  
439 Chapter or within thirty (30) days after annexation to the city subsequent to the  
440 effective date hereof, the owner or operator of each existing manufactured home  
441 park or travel trailer park shall apply to the city administration for a park license.  
442 Application shall contain such information as the city administration may require  
443 to determine if the park does not conform to all health and safety requirements of  
444 this Chapter, as defined in subsection (D) of this Section.  
445 2. Temporary Park License: If the city administration determines that the existing park  
446 does not comply with all health and safety requirements of this Chapter, it shall  
447 issue a temporary park license upon payment of the fee of four hundred dollars  
448 (\$400.00). The temporary park license shall be valid for thirty (30) days. If the city  
449 administration determines that compliance with the health and safety requirements  
450 as defined in subsection (D) of this Section is being diligently pursued, the  
451 temporary license may be renewed for not more than five (5) one month periods  
452 with a fee of two hundred dollars (200.00).  
453 3. Regular Park License:  
454 1. If the city administration determines that the existing park complies with all  
455 health and safety requirements of this Chapter, it shall issue a regular park  
456 license as provided in Section 4-4-5 of this Chapter.  
457 2. Alteration, Extensions: No existing park which does not meet the  
458 requirements of this Chapter shall be remodeled, reconstructed,  
459 redeveloped, altered, extended or reduced in size, except in manner which  
460 increases the degree of compliance with this Chapter.

461 Health And Safety Requirements: The health and safety requirements of this Chapter shall be  
462 defined within Title 7, *Health and Sanitation*, of the city code.

463 **4-4-28: PENALTIES FOR VIOLATION:**

464 Persons who shall violate a provision of this code or shall fail to comply with any of the  
465 requirements thereof or who shall erect, install, alter or repair work in violation of the approved

466 construction documents, directive of the code official, or of a permit or certificate issued under the  
467 provisions of this code, shall be subject to penalties as established in City of Littleton Municipal  
468 Code Title 1, Chapter 4, Section 1-4-1: GENERAL PENALTY.

469 **4-4-29: CONFLICT OF PROVISIONS:**

470 In any case where a provision of this Chapter is found to be in conflict with a provision of any  
471 zoning, building, fire, safety or health ordinance or code of the city existing on the effective date  
472 hereof, the provision which establishes the higher standard for the promotion and protection of the  
473 health and safety of the people shall prevail. In any case where a provision of this Chapter is found  
474 to be in conflict with a provision of any other ordinance or code of the city existing on the effective  
475 date of this Chapter which establishes a lower standard for the promotion and protection of the  
476 health and safety of the people, the provision of this Chapter shall be deemed to prevail and such  
477 other ordinances or codes are hereby declared to be repealed to the extent that they may be found  
478 in conflict with this Chapter.

479  
480 **Section 3:** Littleton City Code, Title 10, Chapter 4, Section 10-4-3.2.D *Manufactured*  
481 *Home Park* is hereby amended, by adding capitalized material and striking through deleted  
482 material, as follows. In this section, ellipses indicate material not reproduced as the Littleton City  
483 Council intends to leave that material in effect, as it now reads.

484 **Subsec. 10-4-3.2.D Manufactured Home Park**

485 **A. Purpose.** The purpose of this Subsection is to establish regulations that provide for the  
486 proper installation and standards of construction to ensure the public health and safety of  
487 residents of manufactured home parks, where permitted. All manufactured home parks  
488 must be developed and constructed in accordance with the minimum standards of this  
489 Subsection, as well as the licensing and inspection requirements of Title 4, Building  
490 Regulations, Chapter 4, MANUFACTURED HOMES AND MANUFACTURED HOME  
491 PARKS *Mobile Homes and Mobile Home Parks*, of the City Code.

492  
493 **Section 4:** Severability. If any part, section, subsection, sentence, clause or phrase of  
494 this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of  
495 the remaining sections of this ordinance. The City Council hereby declares that it would have  
496 passed this ordinance, including each part, section, subsection, sentence, clause or phrase hereof,  
497 irrespective of the fact that one or more parts, sections, subsections, sentences, clauses or phrases  
498 may be declared invalid.

499  
500 **Section 5:** Repealer. All ordinances or resolutions, or parts thereof, in conflict with  
501 this ordinance are hereby repealed, provided that this repealer shall not repeal the repealer clauses  
502 of such ordinance nor revive any ordinance thereby.

503 INTRODUCTION AS A BILL at a regularly scheduled meeting of the City Council  
504 of the City of Littleton on the 5<sup>th</sup> day of May, 2026, passed on first reading by a vote of \_\_\_ FOR  
505 and \_\_\_ AGAINST; and ordered published by posting at Littleton Center, Bemis Library, the  
506 Municipal Courthouse and on the City of Littleton Website.

507 PUBLIC HEARING on the Ordinance to take place on the 19<sup>th</sup> day of  
508 \_\_\_\_\_, 2026, in the Council Chamber, Littleton Center, 2255 West Berry Avenue,  
509 Littleton, Colorado, at the hour of 6:30 p.m., or as soon thereafter as it may be heard.

510 PASSED on second and final reading, following public hearing, by a vote of \_\_\_ FOR and  
511 \_\_\_ AGAINST on the 19<sup>th</sup> day of May, 2026 and ordered published by posting at Littleton Center,  
512 Bemis Library, the Municipal Courthouse and on the City of Littleton Website.

513 ATTEST:

514 \_\_\_\_\_  
515 Colleen L. Norton  
516 CITY CLERK

517 \_\_\_\_\_  
518 Kyle Schlachter  
519 MAYOR

518 APPROVED AS TO FORM:

519 \_\_\_\_\_  
520 \_\_\_\_\_  
521 Reid Betzing  
522 CITY ATTORNEY

