

ORDINANCE NO. 014, 2026
OF THE COUNCIL OF THE CITY OF FORT COLLINS
AMENDING THE CODE OF THE CITY OF FORT COLLINS TO
REVISE REQUIREMENTS RELATING TO MOBILE HOME PARKS

A. Mobile home parks (“MHPs”) provide important, unsubsidized affordable housing in Fort Collins. There are nine MHPs within the City limits and fourteen MHPs with 2,100 total units in the City’s Growth Management Area (the “GMA”). Five of these MHPs in the GMA sit immediately adjacent to City limits in areas where long-range planning discussions about annexation are currently underway, such as the Mulberry Corridor.

B. MHPs are generally private property, as are their streets, water infrastructure, and most fencing and safety lighting. MHP owners are responsible for maintenance and repair of their property’s infrastructure, which leads to inconsistency across MHP neighborhoods, raising concerns over habitability and safety when compared to other neighborhood types with City oversight of infrastructure.

C. Additionally, MHP neighborhoods in Fort Collins are home to some of the largest concentrations of historically underserved populations who are less likely to contact the City for assistance or resources, including non-English speakers, lower-income households, and senior citizens.

D. The City seeks to improve the health, safety, and welfare of MHP residents by establishing a MHP licensing program and strengthening maintenance requirements to create clear, consistent, and enforceable standards for the operation and maintenance of MHPs. Because MHP residents typically own their homes but not the land or essential systems, while park owners control roads, utilities, trees, and common areas, the City Code changes herein are intended to align responsibility with control and close regulatory gaps not addressed by other housing regulations.

E. The licensing and enforcement framework provides routine inspection, proactive oversight, corrective timelines, and accountability for shared infrastructure, including water systems, streets, and trees, to prevent avoidable emergencies, protect residents, preserve affordable housing, and ensure MHPs function as safe, stable neighborhoods comparable to other residential areas.

F. The Code changes made by this Ordinance:

- Create a MHP licensing program for MHPs operated for compensation with five or more lots. The licensing program includes annual disclosure requirements, annual renewal requirements, continuing education requirements, and required fees to defray the City’s costs of administration;
- Require MHP owners to provide potable water and access to sanitary services for water outages lasting more than 12 hours;

- Require MHP owners to maintain trees and remove hazards caused by trees and branches that threaten life or property;
- Allow the City to perform MHP street maintenance work if the MHP owner fails to keep a street in a safe and functional condition;
- Require MHP owners to repair water infrastructure leaks, breaks, or malfunctions;
- Authorize abatement of hazardous trees, repair of water infrastructure, and repair of pavement conditions by the City, all with cost recovery from a MHP owner. The City Council finds that the inspection and repair work performed by the City Water Utility in its service area is not a detriment to the ratepayers of the City Water Utility because it will improve efficiency of the City's Water Utility system;
- Prohibit MHP owners from billing mobile home park residents the costs of hazard mitigation, abatement by the City, penalties, and other costs associated with licensing or enhanced enforcement program to MHP residents;
- Align penalty structure for MHP licensing and oversight with existing penalties for non-compliance of hazardous conditions and administrative requirements; and
- Remove the requirement for proactive rental inspections for mobile homes by the City's Building Official to align with the Rental Housing complaint-based inspection policy.

G. City staff previously provided City Council with information and options relating to Mobile Home Parks at City Council's February 11, 2025, and September 23, 2025, Work Sessions. These Code Changes reflect City Council's feedback at the September 23, 2025, Work Session.

In light of the foregoing recitals, which the Council hereby makes and adopts as determinations and findings, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FORT COLLINS as follows:

Section 1. Chapter 18 of the Code of the City of Fort Collins is hereby amended to read as follows:

ARTICLE 1 **General Provisions**

Sec. 18-1. Purpose and scope.

(a) **Purpose.** The purpose of this Chapter is to provide for the continued maintenance and safe operation of mobile home communities, existing at the time of the effective date of this Chapter and those constructed thereafter, in a healthy and safe manner based on the standards prescribed herein.

...

Sec. 18-2. Definitions.

The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them in this Section:

...

Director means the Director of the Housing and Community Vitality Department.

...

ARTICLE 2
CONSTRUCTION, INSPECTIONS AND STANDARDS

Sec. 18-3. Construction permit required; application; fees; issuance; appeals.

...

(b) *Applications.* All applications for permits shall be made in writing to the Building Official and shall contain the following:

...

(4) Complete plans and specifications of the proposed park (conforming with the requirements of this ~~Chapter~~Article, the Land Use Code, utility design standards and street design standards as established by the City), including the following specific information:

...

(d) *Permit Issuance.* When the activity as proposed in such application is determined to comply with the requirements of this ~~Chapter~~Article and any regulations issued hereunder, and all other applicable City ordinances and regulations, a permit shall be issued.

(e) *Appeals.* Any person whose application for a permit under this ~~Chapter~~Article has been denied may request and shall be granted a hearing on the matter before the Building Review Commission under the procedure provided by this ~~Chapter~~Article.

Sec. 18-4. Inspections.

(a) *Installation Inspections Required.* No mobile home installed after ~~the effective date of this Chapter~~ October 30, 1987, shall be occupied without first having been inspected for conformance with the applicable standards specified in this ~~Chapter~~Article and a

certificate of inspection issued therefor by the Building Official. Nothing herein shall preclude a preliminary inspection of any mobile home prior to installation on a mobile home lot for assessment of conformance with this ChapterArticle as far as such inspection may reveal. An inspection fee of twenty-five dollars (\$25.) established by the City Manager in accordance with City Code § 7.5-2 shall be paid prior to the performance of any inspection pursuant to this Subparagraph; and, with regard to preliminary inspections, all costs to the City to accomplish such inspection shall also be paid prior to such inspection.

(b) *Mobile Home Rental Unit Inspection Reserved.* No mobile home rental unit existing at the time of the effective date of this Chapter or thereafter shall be occupied without first having been inspected for conformance with the applicable standards specified in this Chapter and a certificate of inspection issued therefor by the Building Official. Every existing mobile home rental unit shall be inspected within sixty (60) days of the effective date of this Chapter, and every mobile home rental unit installed thereafter shall be so inspected within sixty (60) days after installation. Reinspection of mobile home rental units shall occur at least once every five (5) years; and upon such inspection, the Building Official shall issue a certificate of reinspection upon a finding of conformance with the applicable standards specified in this Chapter.

(c) *Compliance Inspections.* To the maximum extent permissible under law, the Building Official and any specially commissioned officers are hereby authorized, empowered and directed to make such other inspections as are necessary, from time to time, to determine satisfactory compliance with this ChapterArticle and the regulations issued hereunder.

...

(e) *Owner Access.* It shall be the duty of every occupant of a mobile home lot to give the owner thereof or his or her agent or employee access to any part of such mobile home lot at reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with this ChapterArticle and the regulations issued hereunder, or with any lawful order issued pursuant to the provisions of this ChapterArticle.

Sec. 18-5. Notices of violations; hearings; orders.

(a) *Notification.* Whenever the Building Official determines that there are reasonable grounds to believe that there has been a violation of any provision of this ChapterArticle or the regulations issued hereunder, the Building Official shall give notice of such alleged violation in the following form:

...

(5) Such notice shall contain an outline of remedial action which, if taken, will effect compliance with the provisions of this ChapterArticle and the regulations issued hereunder.

(b) *Hearings.* Any person affected by any notice issued by the Building Official which has been issued in connection with the enforcement of any provision of this ChapterArticle or any regulation issued hereunder may request and shall be granted a hearing on the matter before the Building Review Commission, provided that such person shall file with the Building Official a written petition requesting such hearing and setting forth a brief statement of the grounds therefor within ten (10) days after the day the notice was served. The filing of the request for a hearing shall operate as a stay of the notice and of the suspension until issuance of an order by the Board. Upon receipt of such petition, the Building Official shall schedule a hearing of the matter before the Board at its next regular meeting. At such hearing the petitioner shall be given an opportunity to be heard and to show cause why such notice should be modified or withdrawn.

(c) *Findings and Remedies.* After such hearing the Board shall make findings as to compliance with the provisions of this ChapterArticle and the regulations issued hereunder, which findings shall be in writing and become a part of official records. Upon failure to comply with any order of the Board sustaining or modifying the notice of the Building Official, the mobile home park owner, mobile home owner, agent or tenant shall be subject to all remedies as provided by law.

...

Sec. 18-6. Mobile home park management.

...

(c) *Park Maintenance.* It shall be the responsibility of every mobile home park owner to maintain the park in a clean, orderly, safe and sanitary condition at all times, and in conformance with the following requirements:

...

(6) Trees in mobile home parks are the responsibility of mobile home park owners. Mobile home park owners must maintain trees in accordance with the requirements in § 27-20. No mobile home park owner shall may require a resident to bear the expense of bill a resident for the cost of maintenance of trees in a mobile home park, including any costs of any City-completed forestry work.

(7) Mobile home park owners must maintain access roads, internal streets, roadways and pathways in accordance with the requirements in § 18-11(d). No mobile home park owner may bill a resident for the cost of maintenance of access

roads, internal streets, roadways and pathways in a mobile home park, including any costs of any City-completed work.

...

Sec. 18-7. Park utilities and fire protection.

(a) *Park Utilities.* Every mobile home park shall be provided with water, sewer, electric and, where available, gas utilities. Such utilities shall be designed and installed with appropriate distribution systems supplying each mobile home lot in accordance with the plumbing, mechanical and electrical codes as adopted by the City. **Mobile home park owners shall maintain these distribution systems in good working condition, free of leaks, breaks or malfunctions.** All mobile home sewer connections shall be watertight, and all cross-connections in the potable water distribution system supplying all mobile homes shall be eliminated. Every mobile home frame shall be electrically grounded by means of an approved metallic water pipe ground or approved ground rod. Every mobile home shall be supplied with electricity by a service outlet rated at one hundred twenty/two hundred forty (120/240) volts alternating current (AC) and not less than fifty (50) amperes. Such service outlets shall be located not more than twenty-five (25) feet from the mobile home.

...

(c) *Transparency in water use, billing, and leak mitigation efforts.* ~~Based on utility rebilling information obtained from the Fort Collins Utilities' water utility, a specially commissioned officer designated by the Community Development and Neighborhood Services Director may notify a mobile home park of any billing discrepancies and may provide thirty (30) days for the mobile home park to correct any overcharge or billing discrepancy. Any overcharge must be credited to the resident in the next billing cycle.~~

~~As a condition of water utility service from Fort Collins Utilities, Every mobile home park shall provide the Director and the designated any authorized specially commissioned officer with, or authorize such Director or Officer to obtain from the water provider for the mobile home park, any notice, correspondence or invoice from the water utility that documents the total volume of water consumed by the mobile home park during the previous billing period, the cost billed by the water utility provider to the mobile home park during the previous billing period and any notice of potential leak in the water supply within the mobile home park.~~

(1) Mobile home parks shall disclose such notices, correspondence, or invoices from the water utility provider to the Director and designated specially commissioned officer within fourteen (14) days of the date of the notices, correspondence, or invoices, or seven (7) days after receipt, whichever is earlier. When the mobile home park customer does not directly provide such information within this timeline, the authorization from the mobile home park owner shall

authorize the water utility shall provider to be authorized to share such information directly with the Director and designated specially commissioned officer.

(2) Mobile home parks and the water utility provider may redact sensitive personal identifying information and financial institution account information from such notices, correspondence, or invoices prior to disclosure to the Director and designated specially commissioned officer.

...

(4) Pursuant to the required authorization and as specified, Fort Collins Utilities the water provider may provide the Director and designated specially commissioned officer all notices, correspondence or invoices provided to a mobile home park upon request, subject to redaction under above Subsection (c)(2).

(5) The Director or the designated specially commissioned officer may notify the mobile home park of any billing discrepancies and may provide thirty (30) days for the mobile home park to correct any overcharge or billing discrepancy. Any overcharge must be credited to the resident in the next billing cycle.

(d) **Water Service Interruptions.**

(1) In the event that water service is interrupted for twelve (12) or more consecutive hours, the mobile home park owner must promptly provide ample potable water and sanitary services to the mobile home park residents.

(2) If the mobile home park owner fails to provide such water or sanitary services as required by this subsection, City employees or contractors may enter unoccupied areas of the mobile home park and provide such services to mobile home park residents. In the event of provision of such services by the City, the City may assess the reasonable costs of providing such services against the mobile home park owner.

(3) Upon receipt of such an assessment, the mobile home park owner may contest the assessment to a Municipal Court Referee by filing with the Referee a petition for review at the City's Housing and Community Vitality Department. A written request for a hearing before the Referee must be submitted within five (5) days from the date of service of the assessment. The Referee will determine whether any of the assessed costs are reasonable and the mobile home park owner must pay any costs sustained by the Referee within ten (10) days of service of the Referee's determination.

(4) No mobile home park owner may bill a resident for the cost of maintenance of substitute water or sanitary services in the event of a water service interruption.

(e) *Water Providers.* A mobile home park owner must allow a duly-created water district or other authorized water provider to access unoccupied areas of a mobile home park in its service area during reasonable hours to inspect water pipes within the mobile home park. The mobile home park owner must allow the water district or other authorized water provider to conduct repairs on the water pipes in the mobile home park as necessary to keep the water system in good repair. The City water utility may order and conduct repairs in accordance with § 26-166 in its service area.

Sec. 18-8. Mobile home installation standards and permits.

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(c) *Mobile Home Installation Standards.* Every mobile home installed after the effective date of this Chapter shall comply with the following installation standards:

(1) *Site preparation and foundations.* All foundation pad sites shall be cleared of vegetation, on undisturbed soil or approved fill and be graded such that supporting piers are plumb. The pier base shall be two (2) solid concrete blocks which provide a sixteen (16) -inch by sixteen (16) -inch by four (4) -inch thick pad or a single concrete pad equivalent in size. Supporting piers shall be constructed of nominal eight (8) -inch by eight (8) -inch by sixteen (16) -inch, celled concrete blocks placed directly on the pad and perpendicular to the main frame members of the mobile home and capped with a solid, nominal four (4) -inch by eight (8) -inch by sixteen (16) -inch concrete block. Piers shall be spaced a maximum of eight (8) feet on center and be placed within five (5) feet of anchorage and be centered under frame members. End piers shall not be more than five (5) feet from the end of the mobile home. Piers greater than thirty-six (36) inches high shall be constructed with double-stacked blocks specified above. Piers greater than forty-eight (48) inches high shall be constructed of interlocking concrete blocks bonded together with approved mortar and grouted full or equivalent. Piers greater than seventy-two (72) inches high shall be designed by a qualified professional. Shims shall be used to level the mobile home and shall not exceed four (4) inches in thickness and shall be adequate to provide full bearing under the frame member.

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Sec. 18-9. Accessory buildings, additions and alterations to mobile homes.

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Sec. 18-10. Mobile home rental units.

In addition to the other applicable provisions of this Article, every mobile home rental unit shall, in addition to the other applicable provisions of this Chapter, conform to the following requirements:

...

(2) Every such mobile home rental unit (whether existing or new) shall conform to the requirements of Subsection 18-8(a) and Paragraphs 18-8(c)(4) and (5) of this ~~Chapter~~Article.

(3) Every mobile home rental unit ~~which that~~ is found not to conform with this Section shall be brought into conformance within sixty (60) days following ~~inspection notice of noncompliance~~. ~~The Building Official shall notify~~ the owner(s) and occupant(s) of every mobile home rental unit ~~which that~~ is found not to conform with this Section ~~shall be notified as prescribed in this Chapter~~ of all deficiencies causing such ~~nonconformity~~ ~~noncompliance~~ and corrective action necessary for issuance of a certificate authorizing habitation. Subject to the right of appeal and determination by the Building Review Commission as set forth in § 18-5 of this ~~Chapter~~Article, every mobile home rental unit which is deemed to be deficient and is not in substantial conformance with this Section within the time specified shall be declared a public nuisance and ~~may~~ be posted by the Building Official ~~in their discretion~~ as being unfit for habitation. In the event of such posting, the unit ~~and~~ shall be vacated in accordance with such posting. ~~within ten (10) days of such posting. The mobile home park owner must cause or ensure the removal from the mobile home park of any~~ ~~Every mobile home rental unit so posted shall not be permitted to remain in any mobile home park more by no later~~ than ninety (90) days after the date of such posting.

Sec. 18-11. Miscellaneous park requirements.

...

(d) *Park Street System.* Access roads, internal streets, roadways and pathways in mobile home parks constructed after the effective date of this Chapter shall be designed and constructed in accordance established City standards and shall be approved by the City Engineer and City Traffic Engineer prior to construction. ~~Mobile home Parks existing at the time of the effective date of this Chapter shall have such vehicular and pedestrian ways~~ ~~access roads, internal streets, roadways and pathways~~ maintained in a safe and functional condition as determined by said City officials or their authorized representatives. ~~To accomplish this:~~

(1) The City Engineer may inspect all access roads, internal streets, roadways, and pathways within mobile home parks in the City at any reasonable time.

(2) Whenever the City Engineer deems it necessary in order to provide safe ingress and egress and access to facilities within the mobile home park, the City Engineer may order the mobile home park owner to repair, reconstruct or replace any portion of an access road, internal street, roadway or pathway within a mobile home park. Such order must describe the work required. A copy of such order of repairs will be sent to the mobile home park owner by certified mail, return receipt

requested, and will be deemed served upon such owner upon deposit in the United States Mail, postage prepaid, addressed to the mobile home park owner.

(3) An order of the City Engineer issued pursuant to subsection (d)(2) of this Section may provide that if the repairs or reconstruction required are not completed within a specified period after mailing of the order to the mobile home park owner, the City will proceed to do the required work. In the event of provision of such services by the City, the City may assess the reasonable costs of providing such services against the mobile home park owner.

(4) Upon receipt of an order given by the City Engineer pursuant to subsection (d)(2) of this Section the mobile home park owner may contest the order to a Municipal Court Referee by filing with the Referee a petition for review at the Housing and Community Vitality Department. A written request for a hearing before the Referee must be submitted within five (5) days from the date of service of the order. Pending a final determination by the Municipal Court Referee, the mobile home park owner need not complete the work required to be done by the City Engineer. If the Referee sustains all or any part of the order of the City Engineer, the Referee will set the time within which the required work shall be completed, and the mobile home park owner must complete the required work within such time.

...

Sec. 18-12. Mobile office units.

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(b) *Temporary Offices.* A mobile office unit may be used to house temporary offices, provided that the following conditions are met:

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(3) All installation standards of this ChapterArticle are met and an installation permit as specified in this ChapterArticle is obtained for any such mobile office unit.

(4) Any such unit is anchored to the ground as specified in this ChapterArticle.

(5) All utility connections are inspected as provided in this ChapterArticle, and comply with the requirements of this ChapterArticle.

...

(7) Any such unit is inspected and a certificate of inspection issued therefor as prescribed in this ChapterArticle prior to occupancy.

...

18-13. Certification and collection of amounts owed to the City.

For any amount owed to the City under this Chapter, in addition to any other collection method authorized by law, the City may certify the amount to the County Treasurer and have the County Treasurer collect the amount in the same manner that general property taxes against the property are collected.

ARTICLE 3
MOBILE HOME PARK LICENSING

18-20. Purpose.

The City establishes a mobile home park licensing program to ensure the health and safety of mobile home park residents, to promote safe and stable housing for residents and to improve the City's overall livability.

18-21. Administration; Rules and Regulations.

The Director, or their designee, will administer the provisions of this Article. The City Manager may promulgate such reasonable and necessary rules and regulations that are consistent with the purposes of this Article to efficiently and effectively administer and implement this Article.

18-22. License required.

Commencing January 1, 2027, it is unlawful for any mobile home park owner to operate a mobile home park for compensation with five or more mobile home lots without first having obtained a mobile home park license from the Director. Such license must be kept current at all times and comply with the requirements pursuant to this Article.

18-23. Application for mobile home park license; licensing fee.

(a) Any mobile home park owner seeking to obtain a mobile home park license pursuant to this Article, or renew an existing license, must file a complete application and pay all applicable fees.

(b) To be eligible to receive a mobile home park license, the mobile home park owner must ensure that the mobile home park complies with all applicable federal, state, and local laws, including all applicable requirements of this Chapter.

(c) The Director may require any information and documentation the Director deems necessary to determine whether an initial or renewal application meets the requirements of this Article.

(d) The Director may approve or deny a mobile home park license based on whether the applicant and the premises proposed to be licensed or renewed satisfy all the requirements of this Article.

(e) At the time of an initial or renewal application for a mobile home park license, each applicant must pay a licensing fee on a per-mobile-home-lot basis in an amount to be determined by the City Manager in accordance with Chapter 7.5 of this Code, which fee may not exceed fifty dollars (\$50) per mobile home lot. The City charges this fee to defray the City's costs of administering this Article.

18-24. Application Information.

To apply for a mobile home park license, the mobile home park owner must provide the Director the following data on forms provided by the Department of Housing and Community Vitality:

- (1) Contact information of mobile home park manager that is required by Section 18-6(a);
- (2) Water infrastructure assessment methodology and report;
- (3) Water infrastructure maintenance schedule;
- (4) Previous year's water outage frequency and duration;
- (5) Previous year's boil water notice frequency and duration;
- (6) Water billing methodology;
- (7) Water submeter maintenance schedule, if applicable;
- (8) Tree hazard and tree canopy assessment methodology and report;
- (9) Hazardous tree mitigation schedule;
- (10) Tree canopy maintenance schedule;
- (11) Average lot rent of all units in the mobile home park for the preceding five years;
- (12) Amount and frequency of rent increases, for the preceding five years;
- (13) Line-item description of rent increases for the upcoming year;
- (14) Road hazard assessment methodology and report;

- (15) Road and pavement maintenance schedule;
- (16) Current speed limits and locations within the mobile home park;
- (17) Speed limit enforcement standards;
- (18) Current mobile home park community rules;
- (19) Compliance plan to meet the requirements of C.R.S. Section 29-27-502; and
- (20) Compliance plan for any planned development of the mobile home park to meet the requirements of the Primary Drinking Water Regulations (Regulation 11) of the Colorado Department of Public Health and Environment.

18-25. Mobile Home Park Manager Training and Certification Fee

- (a) A mobile home park manager must complete manager certification training, as required by rule of the City Manager.
- (b) A mobile home park owner must pay an annual certification fee for each mobile home park manager, in an amount to be determined by the City Manager in accordance with Chapter 7.5 of this Code, which fee may not exceed one thousand dollars (\$1,000) per year per mobile home park manager. The City charges this fee to defray the City's costs of administering this Article.
- (c) A mobile home park owner may not bill a resident for the costs of mobile home park manager certification.

18-26. Issuance of mobile home park license.

- (a) Upon the applicant's compliance with the requirements of this Article, the Director will license the mobile home park owner for the mobile home park.
- (b) A mobile home park license terminates upon transfer of ownership of the licensed mobile home park.

18-27. Term of license and renewal.

- (a) A mobile home park license issued pursuant to this Article is valid for one (1) calendar year. Licenses must be renewed annually.
- (b) Annual mobile home park licenses expire on December 31st of each year. A mobile home park owner must apply for mobile home park license renewal no later than November 15th of each year.

(c) In determining whether to renew a mobile home park license, the Director may consider the licensee's compliance history under the provisions of this Chapter. In the Director's discretion, the Director may impose conditions upon a mobile home park license at the time of renewal to address non-compliance with the terms of the license, the provisions of this Article, or any other applicable provision of federal, state, or local law. Failure to comply with such conditions may result in suspension, revocation, or non-renewal of the mobile home park license.

18-28. Grounds for Suspension or Revocation.

(a) The Director may suspend or revoke a mobile home park license issued under this Article if the Director determines that a licensed mobile home park owner has violated a requirement of this Article, subject to the notice and hearing process provided in this Section.

(b) Whenever the Director determines that there are reasonable grounds to believe that a mobile home park license holder has violated any provision of this Article or the regulations issued hereunder, the Director will give notice of such alleged violation in the following form:

(1) Such notice will be in writing;

(2) Such notice will include a statement of the reasons for its issuance;

(3) Such notice will allow a reasonable time for the performance of any act it requires;

(4) Such notice will be served upon the mobile home park owner, provided that such notice shall be deemed to have been properly served upon such party when a copy thereof has been sent by certified mail to said party's last-known address as shown on the most recent real property tax rolls of Larimer County, Colorado, or when such notice has been served by any method authorized or recognized by the laws of Colorado for service of process; and

(5) Such notice will contain an outline of remedial action which, if taken, will effect compliance with the provisions of this Article and the regulations issued hereunder.

(c) Any mobile home park owner who has been notified of a violation may request and will be granted a hearing on the matter before the Director, provided that such person shall file with the Director a written petition requesting such hearing and setting forth a brief statement of the grounds therefor within ten (10) days after the day the notice was served. The filing of the request for a hearing operates as a stay of the notice and of the suspension until issuance of an order by the Director. Upon receipt of such petition, the Director will schedule a hearing of the matter. At such hearing the mobile home park

owner will be given an opportunity to be heard and to show cause why such notice should be modified or withdrawn.

(d) After such hearing the Director will make written findings as to whether a violation has occurred and whether such mobile home park license should be suspended or revoked.

18-29. Appeal.

An owner may appeal any decision whether to grant, renew, suspend, or revoke an application or license under this Article to the City Manager in accordance with Chapter 2, Article VI of this Code.

18-30. Recordkeeping.

Each mobile home park owner must maintain complete and accurate records relating to the operation of the mobile home park, including any books, accounts, contracts for services, invoices, records of rental payments, and records of maintenance work. Such records must be kept for not less than three (3) years. A mobile home park owner must allow the Director to inspect any of the records referenced in this Section when provided with seven (7) days advance written notice.

18-31. Violations and penalties.

Any person who violates any provision of this Article, whether by acting in a manner declared to be unlawful or by failing to act as required, commits a civil infraction and is subject to the penalty provisions of Subsection 1-15(f) of this Code.

Section 2. Section 26-166 of the Code of the City of Fort Collins is hereby amended to read as follows:

Sec. 26-166. Waste of water prohibited.

...

(d) If the Utilities Executive Director determines there is a break, leak or malfunction of any water service line or related fixture or equipment in a mobile home park, as defined in § 18-2, to which the City provides water service any designee of the Utilities Executive Director or any contractor hired by the City is hereby authorized to go upon any unoccupied private property within the mobile home park for the purpose of inspecting water service lines and related fixtures and equipment.

(e) If the Utilities Executive Director issues an order to a mobile home park owner, as defined in § 18-2, to repair a break, leak or malfunction pursuant to subsection (c) of this section, and the repair is not completed in the time required by such order the Utilities

Executive Director may cause the repair to be performed. In the event of provision of such services by the City, the City may assess the reasonable costs of providing such services against the mobile home park owner. In addition to such other methods of collection are in use by Utilities, the Utilities Executive Director may certify any assessment under this subsection (e) to the County Treasurer for collection in the same manner that general property taxes against the property are collected. No mobile home park owner may require a mobile home park resident to bear the expense of such repair or assessment.

Section 3. Chapter 27, Article II, Division 1 of the Code of the City of Fort Collins is hereby amended by the addition of a new Section 27-20 which reads in its entirety as follows:

Sec. 27-20 Trees in Mobile Home Parks

A mobile home park owner, as defined in § 18-2, must ensure that all trees or branches within the mobile home park that are broken, hanging, decayed or otherwise defective in any way and that present a danger to life or property are promptly removed.

Section 4. Chapter 27, Article II, Division 3 of the Code of the City of Fort Collins is hereby amended by the addition of a new subsection (c), to read as follows:

Sec. 27-56. Right of entry.

...

(c) Subject to the notice and hearing requirements of this Division, the City Forester or a contractor hired by the City Forester may go upon any mobile home park, as defined in § 18-2, in the City for the purpose of cutting, trimming, pruning or removing trees or branches that are broken, hanging, decayed or otherwise defective in any way and that present a danger to life or property.

Sec. 27-59. Notice of violation; removal authority and procedure; lien on property.

(a) The City Forester is authorized and directed to give notice to any owner who is in violation of any provision of this Article. In addition, officers as defined in § 19-63 are authorized and directed to give notice to any owner or occupant who is in violation of §§ 27-18, 27-19(a), 27-20, 27-57(a)(1-5) or 27-58. Such notice shall be personally served upon such person or, if not personally served, conspicuously posted upon the property and also deposited in the United States mail, addressed to the owner of record at the address on the assessment roll of the County Assessor or at such other, more recent address as may be available to the City. With respect to occupants, notice may be mailed to the address of the property so occupied.

...

Sec. 27-60. Time limit for compliance; appeals; hearings.

Upon receipt of a notice given by the City Forester pursuant to § 27-18, 27-19, **27-20**, 27-57 or 27-58, the property owner shall have the right to contest the order of the City Forester to the Referee by filing with the Referee a petition for review at the office of Community Development and Neighborhood Services. A written request for a hearing before the Referee must be submitted within five (5) days from the date of service of the order. Pending a final determination by the Municipal Court Referee, the property owner need not complete the work required to be done by the City Forester, unless such work involves a violation of **§ 27-20** or Paragraph 27-57(a)(5). If the Referee sustains all or any part of the order of the City Forester, the Referee shall set the time within which the required work shall be completed, and the property owner must complete the required work within such time.

Sec. 27-61. Noncompliance with notice; liability of property owners.

(a) If a property owner fails to accomplish any work required under §§ 27-18, 27-19, **27-20**, 27-57 or 27-58 within the time specified on a notice given by the City Forester, and the property owner has not contested the notice to the Referee as provided in § 27-60, the City Forester shall cause the work to be done pursuant to Subsection 27-59(b), and the property owner must reimburse the City all costs pursuant to Subsection 27-59(c).

...

Sec. 27-62. Violations and penalties.

Any person who violates §§ 27-18, 27-19(a), **27-20**, Paragraphs 27-57(a)(1-5) or § 27-58 commits a civil infraction and is subject to the penalty provisions of Subsection 1-15(f).

Section 5. To the extent that a provision in an enforceable contract existing at the time of enactment of this Ordinance irreconcilably conflicts with a provision in this Ordinance that was not already legally required under Colorado law, the provision in the contract shall supersede the provision in this Ordinance for the remainder of the then current lease term and the provision in the Ordinance shall have no effect with respect to the provision in the contract until the earlier of the revision of the lease or the end of that lease term.

Section 6. The codifier shall: 1) cause the renumbering and conformance of all subsequent and affected sections of the City Code required as a result of the amendments set forth in this Ordinance; and 2) change all references to "the effective date of this Chapter [or Article]" in Chapter 18 of the City Code to "October 30, 1987".

Introduced, considered favorably on first reading on February 17, 2026, and approved on second reading for final passage on March 3, 2026.

Mayor

ATTEST:

City Clerk

Effective Date: March 13, 2026
Approving Attorney: Ted Hewitt

Exhibit: None