

# PHILLIPS MOBILE HOME PARK POLICY REGARDING THE SALE AND RELEASING OF MOBILE HOMES

Issued: July 27, 2023  
Effective: September 26, 2023

## Background

In order to sell a mobile home in the Phillips Mobile Home Park, the owner is required to receive permission to do so from Pitkin County. Pitkin County also must consent to enter into any lease with a new owner of any mobile home in the Park. This Policy is intended to address conditions in the Park related to life and safety and to inform current residents of the Phillips Mobile Home Park what is required in order to sell their mobile homes. This Policy is only relevant to the sale of any mobile home that is to remain on site at Phillips. This Policy does not relate to any mobile home that is to be sold and removed from the Park. This Policy will remain in place until amended by the Board of County Commissioners of Pitkin County, Colorado.

## Sale of Mobile of Mobile Homes

The following standards apply to Park residents requesting permission to sell their mobile homes in place. After the effective date, Pitkin County will not approve any Mobile Home sale unless these standards are met. The following standards apply both to the sale of existing mobile homes to new owners and the request to replace a mobile home with a new mobile home. All requests to sell mobile homes to remain in place must be made in writing via email to: [phillips\\_management@pitkincounty.com](mailto:phillips_management@pitkincounty.com).

## Standards for Sale of Mobile Homes

Pitkin County has established the following standards to further promote the safety or welfare of the mobile home park residents, protect and preserve the premises from abuse, or make a fair distribution of services and facilities held out for the home owners. The following standards will apply at the change in ownership of a mobile home or requests to replace any existing mobile home. This Policy does not affect existing mobile homes that are not being sold or replaced.

1. Units must have a 10' clear space (along the longest side) from abutting units, removing any accessory units such as, but not limited to, dwelling units, additions, storage, porches, carports, desk, fencing or other obstruction.  
*Covered entryways, porches and decks may remain if they do not intrude into the 10' space between mobiles homes and/or designed and used only for the stated purpose.*
2. Any non-permitted, habitable additions must be removed.

As a reminder, any tenant who intends to sell a mobile home, where the mobile home is intended to remain on the leased premises, must notify the Pitkin County Board of County

Commissioners (Park Owner) in writing at least 30 days prior to entering into any contract or agreement.

In addition, any purchaser or new owner of the mobile home unit must meet the Aspen Pitkin County Affordable Housing guidelines including residency and work requirements prior to final transaction/sell of the mobile home. Furthermore, the new owner must apply to and be approved for tenancy by Pitkin County by completing the [Tenant Application form](#).

A few reminders of other park rules as it applies to your unit:

1. Subletting mobile homes is prohibited per current lease agreement.
2. Roommates are allowed, however, Park Owner must be notified and roommate(s) must meet the Aspen Pitkin County Affordable Housing guidelines and approved by the Park Owner prior occupancy.
3. Inoperable or unlicensed vehicles are not allowed in the Park.

If you have questions or concerns, please reach out to [phillips\\_management@pitkincounty.com](mailto:phillips_management@pitkincounty.com) and we will work to address the concerns and questions jointly between staff and the BOCC.