

Notice Number _____

Rule Number _____

Plc 2100

1. Agency Name & Address: Office of Professional Licensure & Certification 7 Eagle Square Concord, NH 03301	2. RSA Authority: _____	RSA 310:6, II
	3. Federal Authority: _____	n/a
	4. Type of Action:	
	Adoption _____	X
	Repeal _____	
	Readoption _____	
	Readoption w/amendment _____	

5. Short Title: **Alternative Dispute Resolution (ADR) Program for Manufactured Housing**

6. (a) Summary of what the rule says and of any proposed amendments including whether the rule implements a state statute for the first time:

The Executive Director of the Office of Professional Licensure and Certification (OPLC) is proposing to adopt Plc 2100 to establish an alternative dispute resolution (ADR) program for the timely resolution of disputes between manufacturers, retailers, and installers of manufactured homes, as directed by the amendment to RSA 310:6, II in Laws of 2024, 373:1, eff. Oct. 22, 2024.

The rules are intended to implement an ADR program that meets the requirements of 24 CFR Part 3288, Subpart D, so that the resolution of complaints remains local to New Hampshire and is not taken over by the federal HUD. The rules establish criteria for selecting ADR neutrals and establish procedures for selecting and implementing an ADR process, including neutral evaluation, mediation, and non-binding arbitration. The rules are based on rules previously adopted by the Installation Standards Board that expired in 2022.

6. (b) Brief description of the groups affected:

The proposed rules will affect anyone who purchases manufactured housing containing a defect that is discovered within one year of installation, and the manufacturer, retailer, and installer of the manufactured housing.

6. (c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:

Rule	State Statute(s) and Federal Regulations Implemented
Plc 2100	RSA 205-D:3, V; 24 CFR Part 3288, Subpart D

7. Contact person for copies and questions including requests to accommodate persons with disabilities:

Name: **Gretchen Hamel**

Title: **Program Specialist IV**

Mailing

Phone #: **Please contact via email**

Address: **OPLC**

Fax #: **[discontinued]**

7 Eagle Square

E-mail: Gretchen.R.Hamel1@oplc.nh.gov

Concord, NH 03301

The rules can be reviewed on-line at <https://www.oplc.nh.gov/oplc-laws-and-rules>

TTY/TDD Access: Relay NH 1-800-735-2964 or dial 711 (in NH)

8. Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified: **4:00 PM on Friday, ~~April 18, 2025~~ May 16, 2025**

Please submit comments to OPLC-Rules@oplcnh.gov

Fax

E-mail

Other format (specify):

9. Public hearing scheduled for:

Date and Time: **Thursday, ~~April 10, 2025 at 11:00 AM~~ May 1, 2025 at 2:30 PM**

Physical Location: **Office of Professional Licensure & Certification, 7 Eagle Square, Concord, NH 03301**

Electronic Access (if applicable): **Not applicable**

10. Fiscal Impact Statement (Prepared by Legislative Budget Assistant):

FIS # 25:039 , dated 02/28/2025

1. **Comparison of the costs of the proposed rule(s) to the existing rule(s):**

Not applicable as these are new rules.

2. **Cite the Federal mandate. Identify the impact on state funds:**

No federal mandate, no impact on state funds.

3. **Cost and benefits of the proposed rule(s):**

- A. **To State general or State special funds:**

None.

- B. **To State citizens and political subdivisions:**

None.

- C. **To independently owned businesses:**

None.

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

No costs are attributable to the rules, and the rules do not apply to political subdivisions. The rules thus do not mandate or assign any new, expanded, or modified programs or responsibilities to any political subdivision in such a way as to necessitate additional local expenditures and so do not violate Part I, Article 28-a of the N.H. Constitution.