

AN ORDINANCE ENACTING MINIMUM STANDARDS FOR THE
ESTABLISHMENT OF MOBILE HOME PARKS

BE IT ORDAINED by the Auburn City Council that the Auburn Ordinances be amended by adding thereto a new chapter 29A as follows:

CHAPTER 29A - MOBILE HOME PARKS

ARTICLE 1 - Definitions

Section 1.1 Terms Defined

As used in this chapter, the terms set forth below shall have the meanings indicated:

(a) LICENSE means a written license issued by the Building Inspector allowing a person to operate and maintain a mobile home park under the provisions of this Ordinance and regulations issued hereunder.

(b) MOBILE HOME means a moveable dwelling unit which is designed for stationary year-round occupancy.

(c) MOBILE HOME LOT means a parcel of land for the placement of a single mobile home and the exclusive use of its occupants.

(d) MOBILE HOME PARK means a parcel of land under single ownership which has been planned and improved for the placement of mobile homes for non-transient use and is designed to accomodate 20 or more mobile homes.

(e) PERSON means any individual, firm, trust, partnership, public or private association or corporation.

(f) PERMIT means a written permit issued by the Building Inspector permitting the construction, alteration and extension of a mobile home park under the provisions of this chapter and any regulations issued hereunder.

(g) SERVICE BUILDING means a structure housing toilet, lavatory and such other facilities as may be required by this chapter.

(h) SEWER CONNECTION means the connection consisting of all pipes, fittings and appurtenances from the drain outlet of the mobile home to the inlet of the corresponding sewer riser pipe of the sewerage system serving the mobile home park.

(i) SEWER RISER PIPE means that portion of the sewer lateral which extends vertically to the ground elevation and terminates at each mobile home lot.

(j) STREET means in this chapter, unless otherwise specified, a mobile home park private way and not a public way or street.

(k) WATER CONNECTION means the connection consisting of all pipes, fittings and appurtenances from the water riser pipe to the water inlet pipe of the distribution system within the mobile home.

(l) WATER RISER PIPE means that portion of the water supply system serving the mobile home park which extends vertically to the ground elevation and terminates at a designated point at each mobile home lot.

ARTICLE 2 - Permits

Section 2.1 Permits Required

No person shall construct, alter, or extend any mobile home park within the limits of the City of Auburn unless he shall first have obtained a valid permit therefore issued by the Building Inspector in the name of such person.

Section 2.2 Contents of Permits

All applications for permits shall be made to the Building Inspector and shall contain the following:

- (a) Name and address of applicant.
- (b) Interest of the applicant in the mobile home park.
- (c) Location and legal description of the mobile home park or addition.
- (d) Complete engineering plans and specifications for the proposed park showing:
 - 1. The area and dimensions of the tract of land;
 - 2. The number, location, and size of all mobile home lots;
 - 3. The location and width of roadways and walkways;
 - 4. The location of service buildings and any other proposed structures;
 - 5. The location of water and sewer lines and riser pipes;

6. Plans and specifications of the water supply and refuse and sewage disposal facilities;
7. Plans and specifications of all buildings constructed or to be constructed within the mobile home park;
8. The location and details of lighting and electrical systems; and
9. The names of all proposed streets.

* Section 2.3 Application Fee

Each application shall be accompanied by payment of a fee of \$10.00 for each mobile home lot.

Section 2.4 Planning Board Approval

An applicant for a permit to operate a new mobile home park or to expand an existing one shall establish to the satisfaction of the Planning Board that the proposed park or addition meets the requirements of this chapter.

Section 2.5 Performance Bond

(a) Prior to receiving his permit, an applicant shall tender either a certified check payable to the City of Auburn or a performance bond running to the City of Auburn with a surety or sureties acceptable to the City Manager, in an amount to be determined by the City Manager with the advice of the city departments and agencies concerned which shall at least equal the total cost of furnishing, installing, connecting and completing all of the street grading, paving, storm drainage, water main, fire hydrant and utilities specified in this ordinance, and conditioned on the completion of the same within one year from the date of such check or bond.

(b) Before voting to release such check or bond, the City Council shall determine to its satisfaction that the improvements in question have been performed. They shall also determine that the following written statements have been received by the City Planner:

- (1) From the City Engineer, stating that the streets and storm drainage have been constructed and completed in conformance with the Plan diagram and all applicable requirements;
- (2) From the Superintendent of the Auburn Water District, stating that the water mains and hydrants have been installed and are in place in conformance with the Plan diagram and all applicable requirements;

(3) From the Superintendent of the Auburn Sewerage District (or, where no sewers, the Health Officer), stating that the sewerage or means of waste disposal have been constructed and are in place in conformance with the Plan diagram and all applicable requirements;

(4) A registered land surveyor or engineer, paid for by the applicant, that all permanent bounds or monuments on street lines (and on lot lines, if any) have been installed and are accurately in place in the locations designated on the Plan.

Section 2.6 Conditional Approval Agreement

In lieu of the certified check or performance bond required under Section 2.5, the applicant may tender a properly executed conditional approval agreement with the City of Auburn (to be signed by the City Manager and the Planning Board Chairman) stating that the plan has received approval of the Planning Board upon the condition, to be endorsed in writing on such plan, that no lot in such park may be sold, leased, or rented and that no permit for any building other than a tool shed or a field office shall be issued by the Building Inspector for any building on any lot on any street in such park until, as to all or any part of such street(s) or lots, it shall have been certified in writing to the City Manager and to the Planning Board Chairman as provided in section 2.5(b) through (3) that all the street and utility improvements required have been installed and completed in accordance with all applicable provisions and with the Plan, nor until a release of restrictions, covering the lots and streets or portions of streets involved, has been signed by the City Manager and the Planning Board Chairman, and a copy of such release so signed has been recorded with the Androscoggin County Register of Deeds. Any person violating the provisions of this section shall be subject to a fine of not more than \$100.00. Each day that such violation continues shall constitute a separate offense.

Section 2.7 Issuance of Permit

Upon receipt of approval by the Planning Board and delivery of the required performance bond or conditional approval agreement, the *Building Inspector shall issue the permit requested. Unless the applicant commences substantial construction alteration, or extension of the mobile home park within one year from the date of issuance of the permit, the permit shall expire. No further work shall be done unless the applicant obtains a new permit in accordance with the provisions of this chapter.

ARTICLE 3 - Environmental, Open Space, and Access Requirements

Section 3.1 General Requirements

The condition of soil, ground water level, drainage and topography shall not create hazards to the property or the health or safety of the occupants. The site shall not be exposed to objectionable smoke, noise, odors or other adverse influences, and no portion subject to flooding, subsidence or erosion shall be used for any purpose which would expose persons or property to hazards.

Added 2/20/74

Section 3.2 Soil and Ground Cover Requirements

Exposed ground surface in all parts of every mobile home park shall be paved, or covered with stone screenings or other solid material, or protected with a vegetative growth that is capable of preventing soil erosion and of eliminating objectionable dust.

Section 3.3 Site Drainage Requirements

The ground surface in all parks of every mobile home shall be graded and equipped to drain all surface water in a safe, efficient manner.

Section 3.4 Development Requirements

Each mobile home park lot shall be subject to the following set back and area requirements:

(a) Each individual lot shall be not less than 7,500 square feet in area, and shall not be less than 75 feet wide.

(b) No mobile home shall be located less than 20 feet from the side and rear lines of an individual lot.

(c) Each mobile home shall have a minimum frontage set back of 20 feet, and no mobile home shall be located closer than 20 feet to a street or service building within the park.

Section 3.6 Special Provisions

Notwithstanding other provisions of these standards relating to space, bulk, and use, the Planning Board in reviewing plans for proposed mobile home parks may modify said provisions to facilitate innovative approaches to environmental design, provided that all of the following are maintained:

1. The purpose and intent of the standards established by this chapter are generally upheld.
2. There is compliance with all state and local codes and ordinances.
3. Net residential density of the development shall not exceed five mobile homes per acre. For purposes of these standards, net residential density shall be computed by dividing the total number of mobile home lots by the total mobile home lot area (in acres).

4. Residual open space accumulated by reducing lot size requirements within the allowable density limits shall be added to the required recreation space and maintained as such and shall be designated as recreation or open space on the site plan of the development.

Section 3.7 Required Recreation Areas

(a) In all parks, there shall be one or more recreation areas which shall be easily accessible to all park residents.

(b) The size of such recreation areas shall be based upon a minimum of 100 square feet for each lot. No outdoor recreation area shall contain less than 2,500 square feet.

(c) Recreation areas shall be so located as to be free of traffic hazards and shall, where topography permits, be centrally located.

Section 3.8 Landscaping and Screening

(a) Where possible, existing trees shall be preserved, mobile home stands shall be oriented with respect to scenic vistas, natural landscape features, topography, and natural drainage areas, and areas such as woods and ravines shall be preserved in their natural state.

(b) Screening, providing a dense visual barrier at all times, shall be provided around laundry drying yards, garbage and trash collection stations, non-residential uses, and along rear lot lines of all mobile home lots. Planting shall consist of shrubs or trees at least five feet wide and, at the time of planting, at least four feet in height, and eventually reaching a mature height of at least six feet. The screen planting zone extending along boundary lines shall have a minimum width of 15 feet. Screening may also consist of fence at least six feet in height and constructed of materials that meet with the approval of the Planning Board. In the event a fence is used for screening, there shall be a minimum width of 15 feet between the fence and a mobile home lot or service building lot.

(c) Other planting shall be provided and shall be adequate in size, quantity and character to provide an attractive setting for the mobile homes and other improvements to provide adequate privacy and pleasant outlooks for living units, to minimize reflected glare and to afford shade.

Section 3.9 Park Street System

(a) GENERAL REQUIREMENTS: All mobile home parks shall be provided with safe and convenient vehicular access from abutting public streets or roads to each mobile home lot. Alignment and gradient shall be properly adapted to topography.

(b) ACCESS: Access to mobile home parks shall be designed to minimize congestion and hazards at the entrance or exit and allow free movement of traffic on adjacent streets. The entrance road connecting the park streets with a public street or road shall have a minimum road pavement width of 34 feet where parking is permitted on both sides, or a minimum road pavement width of 27 feet where parking is limited to one side. Where the primary entrance road is more than 100 feet long and does not provide access to abutting mobile home lots within such distance, the minimum road pavement width may be 24 feet, provided parking is prohibited at both sides.

(c) INTERNAL STREETS: Surfaced roadways shall be of adequate width to accommodate anticipated traffic, and, in any case, shall meet the following requirements for minimum road pavement:

- Internal Street - 24 feet
- Minor Street - 18 feet
- Cul-de-sac - 60 foot diameter

(d) REQUIRED ILLUMINATION OF PARK STREET SYSTEMS: All parks shall be furnished with lighting units so spaced and equipped with luminaires placed at such mounting heights as will provide the following average maintained levels of illumination for the safe movement of pedestrians and vehicles at night:

1. All parks of the park street system: 0.6 foot candle with a minimum of 0.1 footcandle.
2. Potentially hazardous locations, such as major street intersections and steps or stepped ramps; individually illuminated, with a minimum of 0.3 footcandle.

(e) STREET CONSTRUCTION AND DESIGN STANDARDS:

Unless otherwise specified in the Ordinance all streets within the mobile home park shall be constructed to standards specified in Section 401 to 403, inclusive, of Chapter 23 of these ordinances.

Section 3.10 Required Off-street Parking Areas

(a) Off-street parking areas shall be provided in all mobile home parks for the use of park occupants and guests. Such areas shall be furnished at the rate of at least 1.25 car spaces for each mobile home lot.

(b) Required car parking spaces shall be so located as to provide convenient access to the mobile home, but shall not exceed a distance of 200 feet from the mobile home that it is intended to serve.

Section 3.11 Walks

(a) GENERAL REQUIREMENTS: All mobile home parks shall be provided with safe, convenient all season pedestrain access of adequate width for intended use, durable and convenient to maintain. Sudden changes in alignment and gradient shall be avoided whenever possible.

(b) COMMON WALK SYSTEM: A common walk system shall be provided and maintained between locations where pedestrian traffic is concentrated. Such common walks shall have a minimum width of three and one-half feet.

(c) INDIVIDUAL WALKS: All mobile home stands shall be connected to common walks, to paved streets, or to paved drive-ways or parking spaces connecting to a paved street. Such individual walks shall have a minimum width of two feet.

Section 3.12 Mobile Home Stands

The area of the mobile home stand shall be improved to provide an adequate foundation or slab for the placement and tie-down of the mobile home, thereby securing the superstructure against uplift, sliding, rotation and overturning.

(a) The mobile home stand shall be constructed so that it will not heave, shift or settle unevenly under the weight of the mobile home due to frost action, inadequate drainage, vibration or other forces acting on the superstructure.

(b) The mobile home stand shall be provided with anchors and tie-downs such as cast-in-place concrete "dead man," eyelets imbedded in concrete foundations or runways, screw augers, arrow-head anchors, or other devices securing the stability of the mobile home.

(c) Anchors and tie-downs shall be placed at least at each corner of the mobile home stand and each shall be able to sustain a minimum load of 4,800 pounds.

ARTICLE 4 - Water Supply

Section 4.1 General Requirements

An adequate, safe and sanitary supply of water shall be provided in each mobile home park.

Section 4.2 Water Distribution System

(a) The water supply system of the mobile home park shall be connected by pipes to all mobile homes, buildings, and other facilities requiring water.

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Every park shall contain an electrical wiring system consisting of wiring, fixtures, equipment and appurtenances which shall be installed and maintained in accordance with applicable codes and regulations governing such systems.

Section 6.2 Power Distribution Lines

All main power distribution lines and service entrances shall be buried at least 18 inches below the ground surface and shall be insulated and specifically designed for the purpose. Such lines, conductors or cable shall be located not less than one foot horizontal distance from water, sewer, gas or communication lines.

Section 6.3 Individual Electrical Connections

(a) Each mobile home lot shall be provided with an approved disconnecting device and overcurrent protective equipment. The minimum service per outlet shall be 120/240 volts AC, 50 amperes.

(b) Outlet receptacles at each mobile home stand shall be located not more than 25 feet from the overcurrent protective devices in the mobile home and a three-pole, four-wire grounding type shall be used. Receptacles shall be of weatherproof construction and configurations shall be in accordance with American Standard Outlet Receptacle C-73-1.

(c) The mobile home shall be connected to the outlet receptacle by an approved type of flexible cable with connectors and a male attachment.

(d) Where the calculated load of the mobile home is more than 50 amperes, either a second outlet receptacle shall be installed or electrical service shall be provided by means of permanently installed conductors.

Section 6.4 Television and Telephone Service

Central television antenna systems, and central telephone service where provided, shall be buried at least 18 inches below the ground surface and shall be insulated and specifically designed for the purpose. The distribution system shall be located not less than one foot horizontal distance from any other utility line. No mobile home within the park shall have an individual television antenna.

Section 6.5 Required Grounding

All exposed noncurrent carrying metal parts of mobile homes and all other equipment shall be grounded by means of an approved grounding conductor with branch circuit conductors or other approved method of grounded metallic wiring. The neutral conductor shall not be used as an equipment ground for mobile homes or other equipment.

ARTICLE 7 - Fuel Supply and Storage

Section 7.1 Natural Gas System

(a) Natural gas piping systems shall be installed and maintained in accordance with applicable codes and regulations governing such systems.

(b) Each mobile home lot provided with piped gas shall have an approved manual shutoff valve installed upstream of the gas outlet. The outlet shall be equipped with an approved cap to prevent accidental discharge of gas when the outlet is not in use.

Section 7.2 Liquified Petroleum Gas Systems

(a) Liquified petroleum gas systems shall be installed and maintained in accordance with applicable codes and regulations governing such systems.

(b) Systems shall be provided with safety devices to relieve excessive pressures and shall be arranged so that the discharge terminates at a safe location.

(c) Systems shall have at least one accessible means for shutting off gas. Such means shall be located outside the mobile home and shall be maintained in effective operating condition.

(d) All LPG piping outside of the mobile home shall be well supported and protected against mechanical injury. Undiluted liquified petroleum gas in liquid form shall not be conveyed through piping equipment and systems in mobile homes.

(e) Liquified petroleum gas containers installed on a mobile home lot shall be securely but not permanently fastened to prevent accidental overturning. Such containers shall not be less than 12 nor more than 60 U.S. gallons gross capacity.

(f) No liquified petroleum gas vessel shall be stored or located inside or beneath any storage cabinet, carport, mobile home, or any other structure, unless such installations are approved by the health authority.

Section 7.3 Fuel Oil Supply Systems

(a) All fuel oil supply systems shall be installed and maintained in accordance with applicable codes and regulations governing such systems.

(b) All piping from outside fuel storage tanks or cylinders to mobile homes shall be permanently installed and securely fastened in place.

(c) All fuel oil storage tanks or cylinders shall be securely fastened in place and shall not be located inside or beneath any mobile home or less than five feet from any mobile home exit.

(d) Storage tanks located in areas subject to traffic shall be protected against physical damage.

ARTICLE 8 - Occupancy of Mobile Homes

Section 8.1 Premature Occupancy Prohibited

A mobile home shall not be occupied for dwelling purposes unless it is properly placed on a mobile home stand and connected to water, sewerage and electrical utilities and meets all other applicable requirements of this Ordinance.

Section 8.2 Certificate of Occupancy

Prior to occupying a mobile home, the owner must first obtain a certificate of occupancy issued by the Building Inspector. The application for a certificate shall be in writing, signed by the applicant and directed to the Building Inspector, in such form as the Building Inspector shall prescribe, and shall be accompanied by a fee of \$5.00. Failure of the Building Inspector to issue the certificate within 30 days shall constitute a denial.

Section 8.3 Appeals

Any person who is denied a certificate of occupancy may request and shall be granted a hearing before the Board of Appeals, which shall be heard in the same manner and in accordance with the same procedure applicable to appeals from decisions of the Building Inspector issued under Chapter 29 of these Ordinances.

Section 8.4 Responsibilities of Park Management

The operator of a mobile home park shall operate the park in compliance with the chapter and any regulations issued hereunder and shall provide adequate supervision to maintain the park, its facilities and equipment in good repair and in a clean and sanitary condition.

(b) The park managements shall notify park occupants of all applicable provisions of this chapter.

* (c) The mobile home park operator shall require the owner of any mobile home within his mobile home park to provide proof that he has obtained a certificate of occupancy before occupying such mobile home.

Added 2/4/74

(a) The park occupant shall comply with all applicable requirements of this Chapter and shall maintain his mobile home lot, its facilities and equipment, in accordance with the provisions of the Auburn Housing Code which is hereby declared to be applicable except where the application of such provisions to mobile homes would by their nature be impossible.

ARTICLE 9 - Refuse Handling

The storage, collection and disposal of refuse in the mobile home park shall be so conducted as to create no health hazards, rodent harborage, insect breeding areas, accident or fire hazards or air pollution.

All refuse shall be stored in flytight, watertight, rodent-proof containers, which shall be conveniently located to each mobile home lot. Containers shall be provided in sufficient number and capacity to properly store all refuse.

Refuse collection stands shall be provided for all refuse containers. Such container stands shall be so designed as to prevent containers from being tipped, to minimize spillage and container deterioration and to facilitate cleaning around them.

(a) All refuse containing garbage shall be collected at least once weekly. When suitable collection service is not available from the City of Auburn or private agencies, the mobile home park operator shall provide this service. All refuse shall be collected and transported in covered vehicles or covered containers.

ARTICLE 10 - Insect and Rodent Control

Grounds, buildings and structures shall be maintained free of insect and rodent harborage and infestation. Extermination methods and other measures to control insects and rodents shall conform with the requirements of the Auburn Health Department.

Parks shall be maintained free of accumulations of debris which may provide rodent harborage or breeding places for flies, mosquitoes and other pests.

Where the potential for insect and rodent infestation exists, all exterior openings in or beneath any structure shall be appropriately screened with wire mesh or other suitable materials.

Any person who violates any provision of this Chapter shall upon conviction be punished by a fine of \$100.00; and each day's failure of compliance with any such provision shall constitute a separate violation.

(a) In any case where a provision of this Chapter is found to be in conflict with a provision of any other ordinance or code of the City of Auburn existing on its effective date, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail. In any case where a provision of this chapter is found to be in conflict with a provision of any other ordinance or code of the City of Auburn existing on the effective date hereof which establishes a lower standard of compliance shall be deemed to prevail, and such other ordinances or codes are hereby declared to be repealed to the extent that they are in conflict.

(b) If any section, subsection, paragraph, sentence, clause or phrase of this Chapter should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portion of this Chapter which shall remain in full force and effect; and to this end the provisions of the Chapter are hereby declared to be severable.