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STATE OF NEW YORK
DEPARTMENT OF STATE
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~~County~~
~~City~~ of German
~~Town~~
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Local Law No. 2 of the year 2005

MISCELLANEOUS
& STATE RECORDS

A local law known as the "TOWN OF GERMAN MANUFACTURED HOME,
(Insert Title)
MANUFACTURED HOME PARK, TRAVEL TRAILER AND
TRAVEL TRAILER PARK LAW"

Be it enacted by the Town Board of the
(Name of Legislative Body)

~~County~~
~~City~~ of German as follows:
~~Town~~
~~Village~~

Article I. Title

This local law shall be known as the "Town of German Manufactured Home, Manufactured Home Park, Travel Trailer and Travel Trailer Park Law."

(If additional space is needed, attach pages the same size as this sheet, and number each.)

Article II. Purpose

It is the purpose of this law to promote the health, safety, economy, protection and preservation of the property and general welfare of the inhabitants of the Town of German by the regulation of manufactured homes and manufactured home parks. This law will enforce Minimum Standards by establishing specific Requirements & Regulations governing the installation or placement of manufactured homes, single, doublewide or modular, manufactured home parks, travel trailers, and travel trailer camps.

Article III. Terms and Definitions

Section 301: General Terms - For the purpose of this local law, words and terms used herein shall be interpreted as follows:

Words used in the present tense include the future.

The singular includes the plural.

The term "person" includes a corporation; partnership; and association as well as the individual.

The term "shall" is always mandatory.

The term "may" is permissive.

The term "used" shall be interpreted to include the term "designated" or "intended" to be used.
Any word or term not defined herein shall be used with a meaning of standard usage.

Section 302: Definitions - For the purpose of this local law, the following words and terms used herein shall have the following meanings:

Adequate: Sufficient to accomplish the purpose intended, and to such a degree that no unreasonable risk is presented to health or safety. Within the meaning of this law, an item installed, maintained, designed and assembled, an activity conducted, or act performed, in accordance with recognized generally accepted standards, principles or practices applicable to a particular trade, business, occupation, or profession shall be considered adequate.

Anchoring System: A combination of ties and concrete anchors that will, when properly designed and installed, resist overturning and lateral movements of the mobile home from wind forces and shall be capable of meeting the loads required by the current Federal Manufactured Home Construction and Safety Standards.

Town Enforcement Officer: The person designated and appointed as Enforcement Officer by the Town Board to enforce the provisions of this law.

Feeder Assembly: The overhead or under chassis electrical feeder conductors, including the grounding conductor, together with the necessary fittings and equipment, or a power supply cord listed for mobile home use, designed for the purpose of delivering the electrical supply from the source to the distribution panel within the home.

Generally Accepted Standards: Those referenced in the New York State Uniform Building Code and Fire Prevention Code (9NYCRR), or their successor(s), or any other standards filed with the Secretary of State.

Health Department: The Chenango County Health Department.

Home: A manufactured home, be it single wide, double wide or modular on an individual lot or in a mobile home park.

Individual Manufactured Home Lot: Land occupied or to be occupied by a single manufactured home and its accessory buildings, whether a separate parcel or part of a larger parcel already containing a home, having not less than one acre of area, with length and width sufficient for installation of a well and approved septic system, issuance of a Town Septic Permit and County Building Permit, and having its principal frontage on a public street or on such means of access as may be determined in accordance with the provisions of this law to be adequate.

Manufactured Home: A structure, eight feet or more in width and 32 feet or more in length, transportable in one or more sections, built on a permanent chassis, including the plumbing, heating, air conditioning, and electrical systems contained therein, designated to be used as a dwelling when connected to the required utilities, and designed for installation with only minimal unpacking and assembly operations upon being placed on a manufactured home pad or other foundation and connected to utility hook-ups. This definition shall include single wide and doublewide manufactured homes and modular housing.

MHCSS: Current Federal Manufactured Home Construction and Safety Standards

Mobile Home: An older name for Manufactured Home, that, where found in this law, is synonymous with Manufactured Home.

Manufactured Home Pad: (hereafter also known as Pad) A part of an individual manufactured home lot or manufactured home park lot that has been reserved and improved for placement of the manufactured home, its accessory structures or additions.

Manufactured Home Park: (hereafter also known as Park) A property, under one ownership or management, which has been planned and improved for the placement of four (4) or more manufactured homes, consisting of a tract of land maintained by an operator for manufactured homes, and buildings or other structures that may be pertinent to their use, any part of which may be occupied by persons for residential purposes other than recreation, traveling, or vacationing, and who are provided services or facilities necessary for their use of the property.

Manufactured Home Park Lot: A designated area of land within a manufactured home park provided by the operator and designed for accommodating one manufactured home, its accessory buildings or structures, and accessory equipment for the exclusive use of the occupants.

Manufactured Home Park Operator: The owner, lessee, or any other person designated as responsible for the maintenance and operation of the park and such services and facilities as are provided and/or necessary for the use of such property.

Parcel: An individual property included in the Town inventory and shown on the Tax Map with description and Section, Block and Lot numbers.

Permit Issuing Official: The Town Enforcement Officer or Agency, the Town Clerk or other person or agency designated by the Town of German Board to issue permits and/or enforce the provisions of this law.

Person: An individual, group of individuals, partnership, firm, corporation, association, political subdivision, government agency, municipality, industry, estate or any legal entity whatever.

Potable Water: Water provided or used for human consumption and food preparation. Water used for lavatory, bathing or laundry purposes is to be of potable quality.

Refuse: All putrescible and nonputrescible solid waste including but not limited to garbage, rubbish, ashes, incinerator residue, street cleanup, dead animals, offal and solid commercial wastes.

Service Equipment: The electrical equipment containing the disconnecting means, over current protection devices, and receptacles or other means for connecting a mobile home Feeder Assembly.

Sewage: Excreta and the waste from a flush toilet, bath, sink, lavatory, dishwashing, or laundry machine or the water carried waste from any other fixture or equipment or machine.

Road or Highway Line: The boundary line of a right-of-way used for vehicular traffic, whether public or private.

Travel Trailer: a manufactured dwelling, rigid, like a small manufactured home, or folding, intended for travel and recreational use rather than permanent installation.

Travel Trailer Camp or Park: A property, under one ownership or management, which has been planned and improved for the placement of four (4) or more travel trailers, consisting of a tract of land maintained by an operator for travel trailers, including buildings or other structures pertinent to this use, for recreation, traveling and vacationing rather than permanent occupation.

Article IV. Permits Required

Section 401: Manufactured Homes Located Outside Mobile Home Parks

No person, being the owner or occupant of any land within the Town of German, shall use or permit the use of such land for the parking, storage, or use of a manufactured home or as a manufactured home park without first obtaining a permit as hereinafter provided. No permit shall be required of the owner of a manufactured home who maintains such home in a manufactured home park for which a valid permit has been issued.

See Appendix A-1 (Application Process Manufactured Home and Manufactured Home Park)

Section 402: Manufactured Home Application and Permit

1. Any person wishing to install a manufactured home in the Town of German must submit the appropriate application to the Town Clerk.
2. Each application for a mobile home permit shall be in writing and signed by the applicant. This application must state and be accompanied by the following:
 - a. The name and address of the applicant, or the name and address of each partner if the applicant is a partnership; or the name and address of each officer and director if the applicant is an association or corporation.
 - b. The location, description and tax ID number of the parcel of land where the home will be located.
 - c. A copy of the deed to the land indicating that the applicant is the owner of such parcel, or a lease or other document showing he/she is entitled to use and occupy the property.
 - d. A plan drawn to a scale not smaller than one inch equals twenty feet (1" = 20'). This plan must show the boundaries of the land, the proposed location of the home or homes, water supply and wastewater treatment systems, and the location of adjacent properties and structures.

(Each home in the plan must be located no less than thirty (30) feet from the right of way line of a public road or highway and no less than one hundred (100) feet from adjacent existing homes or other homes in the plan.)

e. Detail drawings of the proposed Manufactured Home pad(s) or foundation and tie down arrangement, including detail explanations of the drawings.

f. An affidavit certifying that the home to be installed has its HUD data plate in place and that the home will meet all requirements of the New York State Fire and Building Codes.

(Compliance with Structural, Electrical and Plumbing system requirements of the New York State Building and Fire Codes is part of the required Chenango County Building Permit and Approval Process. Manufactured homes built before the implementation of the Housing and Community Development Act (June 15, 1976), though not prohibited, may not meet these requirements.)

g. Payment in full for a Town of German Septic Permit.

3. The Town Clerk shall transmit the application to the Town Enforcement Officer within ten (10) days of receipt. The Enforcement Officer shall review the application's compliance with the provisions of this local law. The Enforcement Officer shall then, in writing to the Town Clerk, either approve the application, with or without required changes, or if necessary, transmit the application along with his written concerns to the Town Board for consideration.

4. If requested, at the next regularly scheduled Town Board meeting, the Town Board shall review the application and report of the Town of German Enforcement Officer and by resolution indicate its approval, disapproval or other finding. The Town Clerk shall then notify the applicant of the Town Board's decision within seven (7) days.

Section 403: Manufactured Home Requirements

1. No home shall be placed on a parcel of land containing less than one acre.

2. No more than three (3) homes shall be placed on any parcel of land that is located outside a licensed manufactured home park. The lot for each home on said parcel must meet the one acre rule as described in the definition of Individual Manufactured Home Lot and as detailed in Section 402 Paragraph 2 part d. above.

3. Any manufactured home parked or placed outside a duly licensed manufactured home park shall have an adequate supply of potable water for drinking and domestic purposes and a wastewater treatment (septic) system. Both systems shall satisfy all requirements of the Chenango County Department of Public Health, the New York State Department of Health, Chenango County Code Enforcement and the Town of German Sanitary Regulations.

4. The site of a home shall be well drained, that is, be graded to insure drainage away from the home foundation or pad, shall be free at all times from pools of stagnant water, and shall have soil conditions suitable for installation of a manufactured home pad and wastewater treatment system.

5. Each manufactured home, if not placed on a full foundation, shall have either a pad or pier foundation to provide adequate support for the placement and anchoring of the home. The foundation design and construction must meet all the requirements of Appendix E of the New York State Residential Code, and the requirements of the Chenango County Office of Code Enforcement, in force at the time of placement. A pad foundation, be it of crushed stone or concrete, must have dimensions at least matching the length and width of the mobile home to be situated there on. The ground surface under and around a pier foundation must be graded and prepared so that skirting can be neatly installed.

6. Each manufactured home shall be secured with an anchoring system which meets the requirements of Appendix E of the New York State Residential Code, and the requirements of the Chenango County Office of Code Enforcement, in force at the time of placement. Anchors and tie downs such as cast in place in concrete "dead men," eyelets in concrete, foundations or runways, screw augers, or other devices securing the stability of the unit are required.

7. Homes shall be provided with a weather, fire and rot resistant skirt or covering between the ground and the base of the unit which meets the requirements of Appendix E of the New York State Residential Code, and the requirements of the Chenango County Office of Code Enforcement, in force at the time of placement.

Article V. Regulations for Existing Manufactured Homes

Section 501: Existing Manufactured Homes

A manufactured home that is lawfully in existence prior to the enactment of this law but not located in a mobile home park may continue to be used as living quarters by its occupants as long as the home remains the same. If the owner replaces an existing manufactured home or makes an improvement to the structure or facilities of the existing home which reaches the threshold requiring a Chenango County Building Permit, such home owner shall then secure all required Town and County permits. Such replacement manufactured home and home site shall meet the requirements of all Articles of this law, the Town of German Sanitary Code, and the New York State Building and Fire Codes.

Section 502: Permit Renewal

No renewal permit is required for any person holding a permit for a manufactured home private lot as long as said person complies with the health requirements of the Chenango County Department of Public Health and the Town of German Sanitary Regulations and so long as the home and it's facilities remain as stated on the original application.

Section 503: Transfer of Ownership

As long as the home and it's facilities remain the same as in the original application, an existing manufactured home permit is transferred with the property to a new owner.

Article VI. Requirements for Manufactured Home Parks

Section 601: Requirements for Manufactured Home Parks

1. Manufactured Home Park Site:

- a. The park shall be located in an area where grades and soil conditions are suitable for use as manufactured home sites.
- b. The park shall be located on a well-drained site, that is properly graded to insure rapid drainage and that site will be free at all times from stagnant pools of water.
- c. The park shall be free from uncontrolled growth of brush within thirty (30) feet of any home.

2. Manufactured Home Park Lot:

- a. Each manufactured home park shall be marked off into home lots, and each lot shall be separately numbered.
- b. The total number of home lots in a manufactured home park shall not exceed six (6) per gross acre.
- c. Each home lot shall have a total area of not less than 6,000 square feet with a minimum dimension of sixty (60) feet.

3. Manufactured Home, Itemized Rules:

a. Distances and Set Backs:

- i. No manufactured home shall be parked or otherwise located nearer than a distance of twenty (20) feet in any direction from an adjacent home.

- ii. No home shall be located at less than a distance of thirty (30) feet from the right of way line of a public road or highway.
 - iii. No home shall be located at less than a distance of ten (10) feet from the nearest edge of any roadway location within the park.
 - b. Only one home shall be permitted to occupy any one manufactured home park lot.
 - c. No manufactured home park in the Town of German shall exceed twenty five (25) mobile home park lots or spaces.
 - d. Each manufactured home park lot shall provide a hard surface area of at least 400 square feet for parking.
 - e. No manufactured home shall be permitted to occupy a home lot in the park unless the home contains at least five hundred (500) square feet of habitable area, and is of such construction and/or appearance so as to not be a nuisance and/or hazard to its occupants or to others.
 - f. Any manufactured home built after January 15, 1974 that does not meet the New York State Code for Construction and Installation of Manufactured Homes (9 NYCRR) shall not be installed in a mobile home park.
 - g. Any manufactured home built after June 15, 1976 that does not meet the U.S. Department of Housing and Urban Development Manufactured Home Construction and Safety Standard (CFR, title 24, part 280) shall not be installed in a mobile home park.
 - h. A Common parking lot for visitors shall be provided having three (3) spaces for every ten homes in the park plan.
- 4. Accessibility:
 - a. Each manufactured home park shall be easily accessible from an existing public highway or road.
 - b. A manufactured home park shall have a continuous loop internal road system adequate for access to each mobile home lot with the following provisions:
 - i. All parks shall have access from two (2) points along a public road or highway; or if bordering on two roads or highways, or combination thereof, the (2) points of access may be provided from different roads or highways. Each access road must have at least fifty (50) feet of frontage on a public road or highway.
 - ii. Access points shall be separated by at least 150 feet
 - iii. The surface, width and vertical clearances of all internal roads shall meet the requirements of New York State Fire and Building Codes, (see 503.2.1), that is, they shall have an unobstructed width of twenty (20) feet and an unobstructed height clearance of thirteen feet six inches (13' 6") so that emergency vehicles may have access to all homes. The surface shall be paved with asphalt, concrete or gravel as required by the Town Highway Superintendent and shall be kept in good repair.
 - iv. All entrances and exits to the park from public roads and all internal streets shall intersect at right angles.
 - v. Internal park roads shall have at least a thirty (30) foot right of way with twenty (20) feet of road surface width.
 - vi. Two (2) off-road parking spaces shall be provided for each home. Every parking space shall be at least ten (10) feet in width and twenty (20) feet in length, and have adequate provision for maneuvering and for passage to and from streets.
- 5. Utilities and Service Facilities:
 - a. The following utilities and service facilities shall be provided in each manufactured home park and shall be in accordance with any applicable regulations and requirements of the Chenango County Department of Health, the New York State Department of Health, the Sanitary Code of New York State, and the Town of German Sanitary Code.
 - i. An adequate supply of potable water for drinking and domestic purposes shall be supplied by pipes to all home lots and public buildings within the park. Each home lot shall be provided with proper water connections. It shall be the responsibility of the manufactured home park owner to conform to all New York State and Chenango County Public and Environmental Health laws regarding the provision and testing of the park's water supply.

- ii. Each home lot shall be provided with a connection to an approved wastewater treatment system for removal from the mobile home situated on the lot of waste from the shower, tub, flush system so as not to present a health hazard. Such connections in unoccupied lots shall be sealed to prevent the emission of any odors and the creation of breeding places for insects.
- iii. All garbage and rubbish shall be kept in a sanitary container. Garbage and rubbish shall be collected and disposed of as frequently as may be necessary to insure that such refuse shall not overflow.
- b. Each manufactured home park shall be provided with weatherproof electric service connections and outlets that are a type approved by the New York State Board of Fire Underwriters and by a qualified electrical inspection service.
- c. Each home lot must be provided with an exterior main electric shutoff switch of a type approved by the New York State Board of Fire Underwriters and by a qualified electrical inspection service. The shutoff switch shall be located at least ten (10) feet from the mobile home.

6. Open Space

- a. Each manufactured home park shall provide common open space for the use of the occupants of such park for recreation.
- b. Such open space shall be conveniently located in the park. Such space shall have a total area equal to at least ten (10) percent of the gross land area of the park.

7. Miscellaneous Requirements:

- a. Lawn and ground cover shall be provided on those areas not used for the placement of homes and other buildings, walkways, and roads.
- b. Plantings shall be provided to the extent needed in order to provide for the screening of objectionable views, adequate shade and suitable settings for the mobile homes and other facilities.
 - i. Screen planting shall be provided to screen objectionable views, such as laundry facilities, and garbage storage areas.
 - ii. The park owner is responsible for maintenance.
- c. Lighting - Street lighting shall be provided at all entrances and exits to the mobile home park and on all internal streets, intersections, walkways and common areas. Such lighting shall provide an illumination equal to 175 watt mercury-vapor lamps and be mounted twelve feet in height every fifty (50) feet.
- d. Walkways - To reduce vehicular traffic hazards to pedestrians, sidewalks shall be provided from mobile home spaces to service buildings.
- e. Tenant Storage - Adequate tenant storage shall be provided on the home lot or in compounds located within a reasonable distance, generally not more than one hundred (100) feet from each lot. Storage facilities shall be designed in a manner that will enhance the appearance of the park and shall be constructed of suitable weatherproof materials.
- f. Advertising Signs
 - i. Only one (1) sign shall be permitted for each five hundred (500) feet of street frontage of the Manufactured Home Park.
 - ii. No sign shall exceed a total sign area of twenty (20) square feet. Signs may be illuminated only by indirect lighting.
 - iii. No sign shall be permitted to be erected within fifty (50) feet of a residence, within twenty-five feet of any adjoining property line, nor project into any public highway right of way.
- g. Foundation and Skirting - Every manufactured home located in the park shall be placed on a permanent foundation, as stipulated in Section 403, paragraph 5, and have skirting that is similar in material and appearance to the mobile home. Said skirting shall enclose the entire perimeter of the home and any additions thereto.

h. Record Keeping:

- i. The owner or operator of each manufactured home park shall keep a written record of all persons occupying or using the facilities or such park. This record shall be available for a period of at least one (1) year from the date of occupancy.
- ii. This record shall include:
 1. The name and address of the occupant of each home.
 2. The name and address of the owner of each home not occupied by the owner.

j. Supervision:

It shall be the responsibility of the owner of the manufactured home park to see that all facilities are kept in good working order and in good repair. This includes water supply facilities, sewage treatment and disposal facilities, grounds, roadways, and any other facility, appliances, or equipment pertinent to the normal operation of the park. It shall be the responsibility of the owner to provide for road maintenance, including snow and ice removal from all park roadways and access roads that have not been accepted by the Town as Town Roads.

k. Occupant Responsibility: It shall be the responsibility of the occupant of a home in a manufactured home park within the Town of German to maintain the home and lot in good condition, use the trash containers provided and cooperate with the owner to facilitate road maintenance and snow removal.

Article VII. Requirements for Travel Trailers and Travel Trailer Camps or Parks

Travel trailers shall not be continuously occupied, except in an approved travel trailer camp or park, for a period exceeding thirty (30) days.

1. Travel Trailer Camp or Park Site: The provisions found in Section 601, Paragraph 1 shall apply.
2. Trailer Lot:
 - a. Each travel trailer camp or park shall be marked off into trailer lots.
 - b. The total number of trailer lots in such camp shall not exceed twelve (12) per gross acre.
 - c. Each trailer lot shall have a total area of not less than 2,500 square feet with a minimum dimension of thirty (30) feet.
3. Travel Trailer
 - a. No travel trailer shall be parked or otherwise located nearer than a distance of:
 - i. At least twenty (20) feet from an adjacent travel trailer in any direction
 - ii. The provisions found in Section 601, Paragraph 3, parts b, c & d shall apply.
 - b. Only one trailer shall be permitted to occupy one trailer lot.
4. Travel Trailer Stand
 - a. Each trailer lot shall have a travel trailer stand that will provide for the practical placement on and removal from the lot of the travel trailer and the retention of the trailer on the lot in a stable condition.
 - b. The stand shall be of sufficient size to fit the dimensions of the anticipated travel trailer.
 - c. The stand shall be constructed of an appropriate material that is durable, compact and adequate for the support of the maximum anticipated loads.
 - d. The stand shall be suitably graded to permit rapid surface drainage.
5. Accessibility: The provisions found in Section 601, Paragraph 4 shall apply.
6. Utilities and Services: The following utilities and service facilities shall be provided in each trailer camp in accordance with any applicable regulations and requirements of the Chenango County Department of Public Health, the New York State Department of Health and Sanitary Code of New York State.
 - a. Each trailer camp or park that provides for travel trailers having all the facilities of a manufactured home as defined in Section 502 of this law shall provide the required facilities indicated in Section 601, Paragraph 5.

- b. Each travel trailer camp or park that provides for travel trailers not equipped with the facilities in a mobile home, as defined in Section 302 of this law, shall provide the following facilities:
- i. An adequate supply of potable water for drinking and domestic purposes shall be supplied by pipes to all buildings and trailer lots within the camp to meet the requirements of such camp. Each lot shall be provided with a cold-water tap, the water from which shall be emptied into a drain so as to assure that there is no excess accumulation of water.
 - ii. Toilet and other necessary sanitary facilities for males and females shall be housed in either separate buildings or in the same building. In the latter case, such facilities shall be marked with appropriate signs and have separate entrances for each.
 - iii. Such toilet and other sanitary facilities shall be provided in the following manner:
 - a) Male facilities shall consist of not less than one flush toilet for every ten trailers; one urinal for every ten trailers, one lavatory for every ten trailers; one shower with an adjoining dress compartment of at least sixteen square feet for every ten trailers.
 - b) Female facilities shall consist of not less than two (2) flush toilets for every ten trailers; one lavatory for every ten trailers; one shower with an adjoining dress compartment of at least sixteen square feet for every ten trailers.
 - iv. Lavatory and shower facilities shall be supplied with hot and cold running water. The buildings housing such toilet and sanitary facilities shall be well lighted at all times of the day and night, shall be well ventilated with screened openings, shall be constructed of moisture proof material, shall be heated when the park is occupied to a temperature of 68 degrees between September 1 and June 1, and shall be clean and sanitarily maintained at all times. The floors of such buildings shall be of a water impervious material.
 - v. Such buildings shall not be located nearer than twenty (20) feet nor further than two hundred (200) feet from any travel trailer.
- c. The provisions found in Section 601, Paragraph 5, part (a.) shall apply.
- d. Waste from all buildings and trailer lots shall be discharged into an approved public or private wastewater treatment system in such a manner so as not to present a health hazard.
- e. The provision found in Section 601, Paragraph 5, part (b.) shall apply.
- f. Open space: The provision found in Section 601, Paragraph 6 shall apply.
- g. Miscellaneous Provisions: All provisions found in Section 601, Paragraph 7 shall apply.
- h. Recording:
- i. The owner or operator of each travel trailer camp shall keep a written record of all persons occupying or using the facilities of such camp. This record shall be available for a period of at least one (1) year from date of occupancy. The record shall include:
 - i. The name and address of the occupant of each travel trailer
 - ii. The name and address of the owner of each trailer that is not occupied by such owner.
 - iii. The State in which trailer is registered and the registration number.
 - iv. Name and address of owner of vehicle towing the travel trailer.
 - v. State in which automobile is registered and the registration number.
 - j. Supervision: It shall be the responsibility of the owner of the travel trailer camp to see that all facilities are kept in good working order and in good repair. This includes water supply facilities, sewage treatment and disposal facilities, grounds, roadways, and any other facility, appliances or equipment pertinent to the normal operation of the trailer camp. It shall also be the responsibility of the camp owner to provide for maintenance of, and snow and ice removal from, all park roadways and access roads that have not been accepted by the Town as Town Roads.
- k. Occupant Responsibility: See Section 601 – 7.k above.

Article VIII. Rules for combining a Travel Trailer Camp and Manufactured Home Park on one parcel and for storing unoccupied travel Trailers in a Manufactured Home Park

Requirements:

1. Unoccupied travel trailers, belonging to occupants of homes in a Manufactured Home Park, shall be parked in a designated area of the mobile home park. Travel Trailers to be occupied shall be arranged into a trailer camp as defined in Section 302 and Article VII of this law.

2. When a travel trailer camp and manufactured home park are to be combined on the same legal parcel of land, such travel trailer camp and manufactured home park shall have separate physical locations on the parcel of land.

3. When a travel trailer camp and manufactured home park are to be combined on the same legal parcel of land, the provisions contained in Article VI of this law shall apply to that portion of land to be used as a manufactured home park, except as herein provided.

4. When a travel trailer camp and manufactured home park are to be combined on the same legal parcel of land, the provisions contained in Article VII of this law shall apply to that portion of land to be used as a travel trailer camp, except as herein provided.

Additional Requirements:

1. The parcel of land that is provided for both a manufactured home park and trailer camp, shall be at least five (5) acres in size.
2. Where practicable that portion of the land to be used as a trailer camp shall be located adjacent to a public highway or road.
3. The trailer camp and manufactured home park shall be physically separated by a parcel of land of at least twenty (20) feet in width along all areas where the trailer camp abuts the manufactured home park.
4. Where practicable the trailer camp and the mobile home park shall each have separate points of entry and exit.

Article IX Non-Conforming Manufactured Home, Manufactured Home Park, Travel trailer and travel Trailer Camp

Section 901: Requirements for Continued Use when Non-Conforming

Any manufactured home, manufactured home park, travel trailer or travel trailer camp legally existing prior to the effective date of this law and not conforming to the requirements of this law for new installations shall be regarded as nonconforming.

Any such nonconforming manufactured home, manufactured home park, travel trailer or travel trailer camp in existence on the effective date of this law may be continued provided such home or attachment thereto or manufactured home park, travel trailer or travel trailer camp is not enlarged, altered, extended, reconstructed or replaced. (For the purpose of this law the term altered does not include maintenance, such as repairs to roofs, siding, skirts, windows, decks or entrance stairs.)

Nothing in this law shall require a change in the plans or construction of a manufactured home, manufactured home park, travel trailer or travel trailer camp legally installed or on which actual foundation construction was begun or approved in writing by the Town Board prior to the adoption of this law.

When any such nonconforming manufactured home or attachment thereto or manufactured home park is enlarged, extended, reconstructed or replaced, all provisions of this law will become effective.

A nonconforming manufactured home park closed for business or with no occupant for a period of more than one (1) year shall not thereafter be permitted. A nonconforming individual manufactured home removed from the individual mobile home lot for more than one (1) year shall not thereafter be permitted.

ARTICLE X Construction, Health and Safety Standards

Section 1001: Mobile Home Standards

It is the intent of this law that all manufactured homes and their service facilities newly placed or improved in the Town of German meet all U.S. Department of Housing and Development Manufactured Home safety standards, New York State and Chenango County Fire and Building Codes and the Town of German Septic Code provisions. No requirement is made that homes intended for placement need to be new. Rather, their structure and facilities must be sound and they must be properly installed, meeting the requirements of this law, with all Town and County permits secured and inspections completed.

Section 1002: Health and Safety:

1. **Garbage and Refuse:** Each mobile home owner shall make provisions for sanitary equipment to prevent littering of grounds and premises with rubbish, garbage and refuse. Each mobile home shall have containers with tightly fitting covers. Said home owner shall regularly dispose of all rubbish, trash, and garbage.
2. No structure may hereafter be constructed, or moved from elsewhere, for attachment to a manufactured home, without a building permit.

(While not a requirement of this law, it is recommended that all homes in the Town of German be equipped with a fire extinguisher and smoke alarms)

ARTICLE XI Manufactured Home Park and Travel Trailer Park Application and Inspection

Section 1101: Surrounding Area Map and Notification

1. Applicants for a Manufactured Home Park or Travel Trailer Park permit must provide a Surrounding Area Map which clearly shows all the properties abutting or within two hundred (200) feet of the proposed Manufactured Home Park or Travel Trailer Camp site and all structures on such properties. Said Map shall also indicate the location, name and width of all roads or highways adjacent to the proposed site and the location of all water lines and utilities, within or adjacent to the proposed site.
2. Applicants must notify owners of properties abutting or within 200 feet of the proposed Manufactured Home Park or Travel Trailer Camp using certified mail, return receipt requested, of the application for a Manufactured Home Park or Travel Trailer Camp permit. Such return receipt(s) shall be submitted to the Town Board as proof of compliance before any permit shall be granted.

Section 1102: Proposed Development Plan of Manufactured Home Park or Travel Trailer Park

A Plan Map is required that clearly shows:

- a. The location and widths of all entrances, exits, roads, and walkways in the park.
- b. The location, names and widths of all adjacent roads.
- c. The method and plan for electric lighting.
- d. The location of all proposed home and /or trailer sites, structures and improvements.
- e. Any proposed grading and plans for landscaping.
- f. Any proposed storm water drainage.
- g. Any proposed utilities.
- h. Any public improvements proposed by the Town in or adjoining the proposed park.

Section 1103: Initial and Yearly Inspection

The Code Enforcement Officer of the Town of German, upon written application and upon receipt of the \$25 business permit fee therefore, shall perform an inspection in accordance with this local law reviewing the general arrangement of the mobile home park or travel trailer camp. This shall include a review of location and width of streets; the location, size and arrangement of lots; the location of other structures within the park or camp; the location of entrance(s) and exit(s); and the location, type and extent of landscaping and screening

materials. The Town Code Enforcement Officer may perform this inspection in consultation with a Chenango County Building Inspector, Health Officer or Environmental Health Officer as needed. The Town Code Enforcement officer shall then transmit the application to the Town Board, together with his written findings, within thirty (30) days of receipt of the application.

The Town Board shall review the findings of the Town Enforcement Officer and by resolution indicate its approval, disapproval or other finding concerning the application at its next regularly scheduled Board meeting. Thereafter, the Town Clerk shall notify the applicant of the Board's decision in writing within Seven (7) days of the meeting date.

With written approval of the Chenango County Health Department, upon the recommendation of the Town Board, and after payment of the required Septic Permit, the Town of German will issue a permit to become effective from the date thereof and to continue in force for a period of one (1) year, at which time the Town Board must renew said permit according to the process specified in this law. Such permit shall not be transferable or assignable.

If the application is disapproved, the applicant shall have the right to appear before the Town Board for a hearing.

Each mobile home park shall be inspected once each year at the time of application for permit renewal. The Town Enforcement Officer for the Town of German shall enforce all of the provisions of this law and shall inspect such manufactured home park at reasonable intervals to verify the park's continued compliance with this law. Such Town Enforcement Officer shall have the right, at all times, to enter and inspect any manufactured home park, trailer camp and other premises used for the parking or placement of a manufactured home. The Town Enforcement Officer shall submit a written review of his inspection findings to the Town Board and to the permit holder. The Town Enforcement Officer may obtain the assistance of the County Health Department for such inspections. Proof of current fire inspection and water test certificates from the appropriate Chenango County authorities, with payment of the \$25 annual town business license/permit fee shall be required at the time of permit renewal.

Section 1104: Revocation of Permit

If the Town Enforcement Officer, upon inspection, finds that a manufactured home park or travel trailer camp is not being maintained in a clean and sanitary condition, or that the manufactured home park or travel trailer camp is not in accordance with the provisions of this law or conditional requirements of the permit, he shall serve upon the holder of the permit thereof, or the person in charge of such manufactured home park or travel trailer camp, an order in writing directing that the conditions therein specified be corrected immediately. The Town Enforcement Officer will inspect 30 days after the serving of such order to see if the required correction or corrections have been completed. The County Health Department may also serve such an order if its inspector finds conditions unsatisfactory to the State Sanitary Code as amended. If, after the expiration of the 30 day period, the required correction is not made, the manufactured home park or travel trailer camp owner or the person in charge of such manufactured home park or travel trailer camp shall be considered in violation of this law and subject to the penalties as set forth in Article 13.

Article XII. Variances

When necessary, hardships or practical difficulties make strict compliance with any requirement of this law unreasonable or impossible, a written appeal for a variance may be made to the Town of German Board. The Town Board shall act in strict compliance with established case law and Town Law, and may vary or modify the provisions of this law only as minimally as may be found necessary due to the facts presented.

Article XIII. Violations and Penalties

Any person, firm or corporation violating any provision of this law shall be guilty of an offense against the law. A violation of this law is an offense punishable by a fine not less than one hundred (\$100.00) dollars or more than five hundred (\$500.00) dollars, or by imprisonment for a period not exceeding 30 days, or by both fine

and imprisonment. Each day's continued breach shall constitute a separate, additional violation subjecting the offender to additional penalty. In addition, the Town Board shall have such other remedies as are provided by law to enforce the provisions of this law. This may include the enforced removal of conditions or of manufactured homes prohibited by this law. The expense of such removal shall be an expense chargeable, in addition to the previously stated penalties, to the offender and may be recovered in a civil court of appropriate jurisdiction.

Article XIV. Stop Order


Whenever the Town Enforcement Officer has reasonable grounds to believe that work on any building or structure is being done in violation of the provisions of this law, or in an unsafe and dangerous manner, the owner of the property shall be notified to suspend all work. Such stop order and notice shall state in writing the conditions under which the work may be resumed and may be served upon an owner either by delivering it to the owner personally or by posting the same upon a conspicuous portion of the structure under construction and sending a copy of the same to the owner by registered mail.

Article XV. Validity

If any article, section, paragraph, subdivision or provision of this law shall be invalid, such invalidity shall apply only to that article, section, paragraph, subdivision or provision adjudged invalid. The rest of this law shall remain valid and effective. In case of a conflict with the New York State Uniform fire Prevention and Building Code, the New York State Environmental Quality Review Act, and/or the Sanitary Code of Chenango County Health Department, in reference to mobile homes or mobile home parks, the more restrictive regulation, or that imposing the higher standards, shall prevail. This law shall not in any way be construed to supersede or revoke any provision of town ordinances or laws or their successors except in the case of a section pertaining expressly to manufactured homes, manufactured home parks, Travel trailers or Travel Trailer Parks or Camps. In case of a conflict in reference to an individual manufactured home or manufactured home park, travel trailer or travel trailer park the more restrictive regulation, or that imposing the higher standards, shall prevail.

Article XVI. Effective Date

This law shall take effect immediately upon its enactment and filing in the Office of the New York State Secretary of State as required by the Laws of the State of New York. This Town of German Local Law number 2 of 2005 is adopted by resolution number 1-5-13-05 of the Town Board of the Town of German, Chenango County, New York, on the 12th day of MAY, 2005.


Town Clerk

MOBILE HOME AND MOBILE HOME PARK APPLICATION PROCESS

Step 1 - Pick up application form(s) from the Town Clerk.

Step 2 - Complete the appropriate form(s) indicating compliance with all applicable requirements.

Step 3 - File the completed form (s) and all necessary attachments (see Sections 402 and 904, 905 as required) with the Town Clerk.

Step 4 - If the application is determined to be complete as to form, the Town Clerk will accept the application and, forward said application to the Town Enforcement Officer.

Step 5 - The Town Enforcement officer, will complete his investigation and return his results to the Town Clerk with either written notice of approval, conditional approval or, should there be a problem or special situation, with his request that the application be forwarded to the Town Board for consideration. If the application is approved by the Town Enforcement Officer, either he or the Town Clerk shall issue a written notice of town approval for the applicant.

Step 6 - At it's next regularly scheduled meeting the Town Board will , if requested, review the application, (referring to the recommendation and explanation of the Code Enforcement Officer) and act upon said application with an approval, disapproval, approval subject to stated conditions or other finding.

Step 6 - The decision of the Town Board must be filed within seven (7) days with the Town Clerk and the Code Enforcement Officer.

Step 7 - After filing the Town Board's decision, the Town Clerk will notify the applicant, providing a written notice of town approval. If the application is approved, the applicant shall include the notice of approval with his (her) application for building permit at the Chenango County Office of Code Enforcement or other applicable agency authorized to review and approve the application).

Step 8 - The Town Enforcement Officer will monitor progress of the project to determine if all provisions of this local law are being followed.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No.2..... of 2005.. of the (County)(City)(Town)(Village) ofGerman..... was duly passed by theTown Board..... on May 12 2005, in accordance with the applicable provisions of law.
(Name of Legislative Body)

~~2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)~~

~~I hereby certify that the local law annexed hereto, designated as local law No. of 20.... of the (County)(City)(Town)(Village) of was duly passed by the on 20... , and was (approved)(not approved)(repassed after
(Name of Legislative Body)
disapproval) by the and was deemed duly adopted on 20....
(Elective Chief Executive Officer)*
in accordance with the applicable provisions of law.~~

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. of 20.... of the (County)(City)(Town)(Village) of was duly passed by the on 20... , and was (approved)(not approved)(repassed after
(Name of Legislative Body)
disapproval) by the on 20.... . Such local law was submitted
(Elective Chief Executive Officer)*
to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on 20... , in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. of 20.... of the (County)(City)(Town)(Village) of was duly passed by the on 20... , and was (approved)(not approved)(repassed after
(Name of Legislative Body)
disapproval) by the on 20... . Such local law was subject to
(Elective Chief Executive Officer)*
permissive referendum and no valid petition requesting such referendum was filed as of 20... , in accordance with the applicable provisions of law.

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

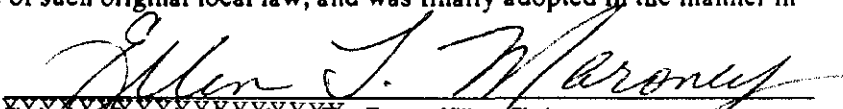
I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph _____, above.


Clerk of the County legislative body, City, Town or Village Clerk
of ~~County~~ designated by ~~Joint~~ legislative body Ellen T. Maroney

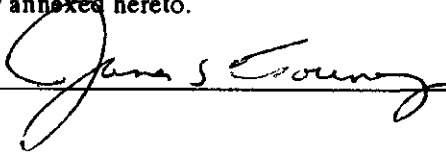
(Seal)

Date: May 24, 2005

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized attorney of locality.)

STATE OF NEW YORK
COUNTY OF CHENANGO

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.


Signature
Town Attorney
Title

~~COUNTY~~
~~CITY~~ of German
Town
~~VILLAGE~~

Date: May 25, 2005