

**TOWN OF HOLDEN  
MOBILE HOME PARK ORDINANCE**

Adopted June 15, 1992

**SECTION I: GENERAL PROVISIONS**

**A. TITLE**

This Ordinance shall be known and may be cited as the "Mobile Home Park Ordinance of the Town of Holden, Maine," and will be referred to herein as the "Ordinance".

**B. AUTHORITY**

This Ordinance is enacted under authority granted to the Town by the constitution and the statutes of the State of Maine.

**C. PURPOSES**

The purposes of this Ordinance are:

1. To promote the public health, safety, and welfare of the citizens of the Town;
2. To protect the natural environment from unacceptable adverse impacts;
3. To integrate new development harmoniously into the Town's physical environment;
4. To promote the development of an economically sound, diverse, and stable Community;
5. To establish standards for mobile home park construction and maintenance; and
6. To establish procedures whereby Town officials may review mobile home park proposals by providing fair and reasonable standards for their evaluations and to provide a public hearing process through which Town residents may raise questions and receive answers regarding such proposals.

**D. APPLICABILITY**

The provisions of this Ordinance shall apply to mobile home parks and mobile home subdivisions as defined by this Ordinance and by Title 30-A, MRSA, Section 4358, within the boundaries of the Town of Holden.

**E. CONFLICT WITH OTHER ORDINANCES**

Whenever the requirements of this Ordinance are in conflict with the requirements of any other lawfully adopted rule, regulation, Ordinance, deed restriction or covenant, the more restrictive covenant shall govern, unless otherwise prohibited by State Law.

**F. SUPERSEDURE**

The Mobile Home Park Ordinance in effect at the time this Ordinance is enacted is hereby repealed. Provided, however, that the Ordinance repealed by this section or parts thereof shall remain in full force and effect with respect to any violation thereof in existence at the time of the adoption of this Ordinance.

**G. SEPARABILITY**

In the event that any section, subsection or any provision of this Ordinance shall be declared by any court of competent jurisdiction to be invalid for any reason, such decision shall not be deemed to affect the validity of any other section, subsection or provision of this Ordinance; to this end, the provisions of this Ordinance are hereby declared to be severable.

**H. AMENDMENTS**

The procedure to be followed in initiating and securing amendments to this Ordinance is as follows:

**1. INITIATION**

A proposal to amend this Ordinance may be initiated by:

- a. The Planning Board, by majority vote;
- b. The Board of Selectmen, through a request to the Planning Board; or
- c. The public, through a written petition signed by at least twenty-five (25) residents registered to vote in the Town of Holden.

**2. FEE**

When an amendment is proposed by other than the Board of Selectmen or Planning Board, a fee of one hundred dollars (\$100) shall accompany the proposal to cover the cost of review, hearings, and advertisements. This fee is nonrefundable.

**3. REVIEW**

The process to be followed in adopting an amendment to this Ordinance is as follows:

- a. Proposed amendments must first be submitted to the Planning Board for their consideration;
- b. The Planning Board shall, within thirty (30) days of receiving a proposed amendment, set a date to hold a public hearing on the proposed amendment;
- c. Notice of the public hearing shall be posted in the Municipal Office at least fourteen (14) days before the hearing. Notice shall also be published at least once in a newspaper of general circulation. The date of the first publication must be at least seven (7) days before the hearing. This notice shall contain a brief description of the nature of the proposed amendment;
- d. After the Planning Board votes to either support or not support a proposed amendment, that proposed amendment shall be placed on the warrant for the Town Meeting next following the public hearing;

- e. The Planning Board shall make its official report at the next Town Meeting following the public hearing.

#### **4. ENACTMENT**

The votes required for the enactment of amendments shall be as follows:

- a. Enactment of a proposed amendment that does not have the support of the majority of the Planning Board shall require a two-thirds (2/3) vote of the voters voting at the Town Meeting; or
- b. Amendments having the approval of the Planning Board shall require only a majority of the voters to enact that amendment.

#### **I. EFFECTIVE DATE**

The provisions of this Ordinance and any amendments thereto shall become effective the     day of their enactment.

### **SECTION II: NONCONFORMING PARKS**

#### **A. NONCONFORMING MOBILE HOME PARK DEFINED**

A mobile home park or part thereof not in conformity with the provisions of this Ordinance or subsequent amendments hereto is declared to be a nonconforming mobile home park.

#### **B. LAWFUL NONCONFORMING MOBILE HOME PARKS**

A mobile home park in existence or under construction pursuant to Subsection D of this section at the time of the adoption of this Ordinance or subsequent amendments hereto,     and which part becomes a nonconforming mobile home park by the adoption of this Ordinance or subsequent amendments, or which park was a lawful nonconforming mobile     home park at the time of the adoption of this Ordinance or subsequent amendments hereto, becomes a lawful nonconforming mobile home park.

#### **C. CONTINUANCE ALLOWED**

The use of a nonconforming mobile home park may continue.

#### **D. PARKS LEGALLY UNDER CONSTRUCTION NOT REQUIRED TO CHANGE PLANS**

This Ordinance shall not require a change in plans or construction of a mobile home park for which a license has been issued prior to the adoption of this Ordinance or any subsequent amendments thereto provided that the construction of said park is underway within sixty (60) calendar days after the issuance of said license.

#### **E. EXPANSION PERMITTED**

Expansion of a lawful nonconforming mobile home park shall be permitted provided, however, that the expanded portion of the lawful nonconforming mobile home park shall conform to the provisions of this Ordinance.

## **SECTION III: ADMINISTRATION**

### **A. RESPONSIBILITY ASSIGNED**

#### **1. CODE ENFORCEMENT OFFICER'S RESPONSIBILITY**

It shall be the responsibility of the Code Enforcement Officer to approve, approve conditionally, or disapprove mobile home permits, enforce the provisions of this Ordinance, and to carry out inspections as requested by the Board of Selectmen or the Planning Board;

#### **2. PLANNING BOARD'S RESPONSIBILITY**

It shall be the responsibility of the Planning Board to review proposals for new mobile home parks and the expansion of existing parks for compliance, as residential subdivisions, with provisions of the Town's Subdivision Ordinance and of this Ordinance; and

#### **3. BOARD OF SELECTMEN'S RESPONSIBILITY**

It shall be the responsibility of the Board of Selectmen to approve, approve conditionally, or disapprove mobile home park licenses pursuant to the requirements of this Ordinance.

### **B. PLANNING BOARD SUBDIVISION REVIEW**

#### **1. SUBDIVISION REVIEW AND APPROVAL REQUIRED**

The Planning Board shall review new mobile home parks and expansions of existing parks as residential subdivisions pursuant to the Town's adopted Subdivision Ordinance.

#### **2. CONFORMANCE WITH SUBDIVISION STANDARDS REQUIRED**

New mobile home parks and expansions of existing parks shall conform with the design and performance standards contained in the Town's Subdivision Ordinance unless such standards are in conflict with the provisions of this Ordinance, in which case the provisions of this Ordinance shall take precedent.

### **C. ANNUAL MOBILE HOME PARK LICENSE REQUIRED**

#### **1. LICENSE REQUIRED**

No person, firm, or corporation shall establish or maintain a mobile within the Town without a license issued in conformity with the provisions of the Ordinance.

#### **2. SUBDIVISION APPROVAL REQUIRED PRIOR TO LICENSE**

Submission of evidence of Subdivision approval by the Planning Board is required with the application for a mobile home park license.

#### **3. APPLICATION TO CODE ENFORCEMENT OFFICER**

Application for a license for a new mobile home park and for license renewals, shall be filed with the Code Enforcement Officer who shall, in turn, present said applications, along with a written status report, to the Board of Selectmen for their action.

**4. CODE ENFORCEMENT OFFICER'S STATUS REPORT**

Prior to presenting the application to the Board of Selectmen, the Code Enforcement Officer shall inspect the premises and prepare a written status report detailing the mobile home park's compliance with the provisions of this Ordinance and citing any violation thereof. The Code Enforcement Officer shall consult with the Chief of the Fire Department, Chief of Police, the Road Commissioner, the Health Officer, and the Plumbing Inspector in the preparation of said status report.

**5. ANNUAL EXPIRATION DATE**

Each such license shall expire on the first day of July next following the date of Issuance. Applications for license renewal shall be submitted no later than the fifteenth day of May in order to be acted upon by the first day of July.

**6. CODE ENFORCEMENT OFFICER INSPECTION REQUIRED**

Before any license shall be renewed, the premises shall be subject to inspection by the Health Officer and Code Enforcement Officer. If they shall find all requirements of this and other Town and State Ordinance and Laws have been complied with, they shall certify the same.

**7. POSTING OF LICENSE**

Such licenses shall be conspicuously posted on the premises at all times and shall not be transferable.

**D. MOBILE HOME PERMIT**

**1. MOBILE HOME PERMIT REQUIRED**

No person shall place a mobile home in a mobile home park without first obtaining a mobile home permit from the Code Enforcement Officer.

**2. PERMIT REQUIRED FOR THE REPLACEMENT OF EXISTING MOBILE HOMES**

No person shall replace an existing mobile home unit in a mobile home park with another unit without first obtaining a permit from the Code Enforcement Officer.

When an existing mobile home is replaced with a newer mobile home, the Code Enforcement Officer may upon request, reduce the required minimum lot coverage and setbacks in accordance with Section III.E of this Ordinance.

**3. DECLARATION FROM MOBILE HOME PARK OWNER REQUIRED**

All applications for mobile home permits shall be made to the Code Enforcement Officer in writing and shall be accompanied by a written declaration from the mobile home park operator that the site will be made available to the applicant.

**E. CERTIFICATE OF COMPLIANCE REQUIRED**

No site in a mobile home park requiring approval under this Ordinance shall be conveyed, rented, leased, or occupied, nor shall any mobile home unit be placed upon such site, with out a certificate of compliance issued by the Code Enforcement Officer, indicating that all the required public improvements have been constructed as required and all applicable conditions of approval have been met.

**F. MODIFICATION OF LOT COVERAGE AND SETBACK STANDARDS IN EXISTING PARKS**

**1. INCREASE IN LOT COVERAGE**

The Code Enforcement Officer may allow a reduction in lot coverage, in mobile home parks existing at the time of adoption of this Ordinance, of up to ten percent (10%), in approving proposed new decks and accessory structures. Prior to allowing such a reduction in lot coverage, the Code Enforcement Officer shall make a finding that:

- a) Strict conformity with the lot coverage standards will result in a deck or accessory structure that is so small or irregular in shape that it would be substantially unusable or impractical; and
- b) His/her determination that compliance would result in a deck or accessory structure substantially unusable or impractical is based upon the average person standard and not the personal taste or desires of the applicant.

The Board of Appeals may grant a variance that allows a reduction in lot coverage, in mobile home parks existing at the time of adoption of this Ordinance, more than ten percent (10%), but not more than twenty-five percent (25%), for proposed new decks and accessory structures.

Prior to granting such a variance in lot coverage, the Board of Appeals shall make findings similar to a) and b) above.

**2. REDUCTION IN REQUIRED SETBACKS**

The Code Enforcement Officer may allow a reduction in side lot line and rear setbacks, in mobile home parks existing at the time of adoption of this Ordinance, down to three feet (3'), in approving proposed new decks and accessory structures.

Prior to allowing such a reduction in required setbacks, the Code Enforcement Officer shall make a finding that the reduction will not result in any two structures, principal or accessory, on opposite sides of the side lot line or rear lot line being closer to each other than the setback for a single structure established in Section IV.D of this Ordinance.

**3. CONDITIONS OF APPROVAL**

The Code Enforcement Officer and the Board of Appeals may in approving requests for a reduction in lot coverage or setbacks, attach such reasonable and appropriate terms and conditions, in addition to those required elsewhere in this Ordinance, that they find necessary to further the purposes of this Ordinance.

Violation of any of these terms or conditions shall be considered a violation of this Ordinance.

## **G. DIMENSIONAL VARIANCES FOR NEW MOBILE HOME PARKS**

The Board of Appeals is authorized to grant dimensional variances, upon appeal, for new mobile home parks created after the initial adoption of this Ordinance, within the following limitations:

1. Dimensional variances may be granted for the design of mobile home parks, only from dimensional requirements including: frontage (including shore frontage), lot area, lot width, percent of lot coverage, and setback requirements;
2. Variances shall not be granted for establishment of any uses otherwise prohibited by this Ordinance or the Town's Zoning Ordinance;
3. The Board shall not grant a variance unless it finds that the strict application of the terms of this Ordinance would result in undue hardship.

The term "undue hardship" shall mean all of the following:

- a) The land in question can not yield a reasonable return unless a variance is granted;
  - b) That the need for a variance is due to the unique circumstances of the property and not to the general conditions in the neighborhood;
  - c) That the granting of a variance will not alter the essential character of the locality; and
  - d) That the hardship is not the result of action taken by the applicant or a prior owner.
4. The Board may grant a variance to a property owner for the purpose of making that property accessible to a person with a disability who is living on the property. The Board shall restrict any variance granted under this sub-section solely to the installation of equipment or the construction of structures necessary for access to or egress from the property by the person with the disability. The Board may impose conditions on the variance, including limiting the variance to the duration of the disability or to the time that the person with the disability lives on the property. For the purposes of this sub-section, a disability has the same meaning as a physical or mental handicap under Title 5, Section 4553.
  5. The Board shall limit any variances granted as strictly as possible in order to insure conformance with the purposes and provisions of this Ordinance to the greatest extent possible, and in doing so may impose such conditions to a variance as it deems necessary. The party receiving the variance shall comply with any conditions imposed.
  6. A copy of all variances granted by the Board of Appeals shall be submitted to the Department of Environmental Protection, within fourteen (14) days of the decision, where such variances applies to structures or land within the Shore land Area.

## **H. VIOLATIONS AND ENFORCEMENT**

**1. VIOLATIONS CONSIDERED NUISANCES**

Any condition existing in violation of this Ordinance is considered a nuisance.

**2. ENFORCEMENT**

The Code Enforcement Officer, with the advice and consent of the Town Manager is authorized to institute, or cause to be instituted by the Town Attorney, in the name of the Town of Holden, any and all actions, legal or equitable that may be appropriate or necessary for the enforcement of this Ordinance.

**3. VIOLATIONS MAY RESULT IN LICENSE REVOCATION**

The Code Enforcement Officer is hereby authorized to revoke any license issued pursuant to the terms of this Ordinance if after due investigation it is determined that the holder thereof has violated any of the provisions of this Ordinance or any other applicable code, law, or statute.

**4. PENALTIES**

Any person, firm, or corporation being the owner or operator of, or having control or use of any mobile home, mobile home lot, mobile home park, who violates the provision of these regulations shall be guilty of a misdemeanor, and subject to the penalties provided in title 30-A, MRSA, Section 4452. Monetary penalties may be assessed on a per day basis and shall be treated as civil penalties.

**I. APPEALS**

**1. APPEALS FROM CODE ENFORCEMENT OFFICER DECISIONS**

Appeals from the decisions of the Code Enforcement Officer shall be made to the Board of Appeals of the Town of Holden within thirty- (30) days after the rendering of such decision.

**2. APPEALS FROM PLANNING BOARD DECISIONS**

An appeal may be taken within thirty- (30) days after the Planning Board, renders any decision by any party, to Superior Court in accordance with State Law.

**J. FEE SCHEDULE**

The following fee schedule shall be in effect for the approvals, permits, and certificates required under this Ordinance:

**1. SUBDIVISION REVIEW FEES**

The fee for the Planning Board's review of the plans for new mobile home parks and for the expansion of existing mobile home parks shall be as provided in the Holden Subdivision Ordinance.

**2. CERTIFICATE OF COMPLIANCE FEE**

The fee for a Mobile Home Park Certificate of Compliance issued by the Code Enforcement Officer shall be fifty (\$50.00) dollars.

**3. ANNUAL MOBILE HOME PARK LICENSE FEE**

The fee for a mobile home park license issued by the Board of Selectmen shall be fifty (\$50.00) dollars.

**4. MOBILE HOME PERMIT FEE**

The fee for a mobile home permit issued by the Code Enforcement Officer, pursuant to Section III.D of this Ordinance, is fifty (\$50.00)dollars.

**SECTION IV: DESIGN AND PERFORMANCE STANDARDS**

**A. COMPLIANCE WITH LAWS AND ORDINANCES**

Except as stipulated below, mobile home parks shall comply with the design and performance provisions of all applicable state laws and municipal ordinances, and shall meet the requirements of the Holden Subdivision Ordinance.

**B. OVERALL PARK DENSITY**

The overall density of a mobile home park served by a central subsurface sewage disposal system shall be no greater than one unit per 20,000 square feet of total park areas.

**C. MINIMUM LOT SIZE AND WIDTHS**

Lots in a mobile home park shall meet the following lot size and width requirements:

1. Lots served by public sewer:

Minimum lot area: 6,500 square feet.

Minimum lot width: 65 feet.

2. Lots served by individual subsurface sewage disposal system:

Minimum lot area: 20,000 square feet.

Minimum lot width: 100 feet.

3. Lots served by a central subsurface wastewater disposal system:

Minimum lot area: 12,000 square feet.

Minimum lot width: 75 feet.

**D. MINIMUM LOT SETBACKS**

In placing mobile homes on their respective lots, the following requirements shall be met:

1. The following lot setbacks shall apply to all homes and accessory buildings:

First setbacks: 20 feet

Side setbacks: 20 feet

Rear setback: 10 feet

If a lot is on a public road, the setback shall conform with the residential setback requirements applicable to residential dwelling units.

2. So as to avoid monotony and sameness, the Planning Board may allow the front setback on a private road within a mobile home park to be varied provided that no home may be closer than 10 feet from the right-of-way and the average distance is at least 20 feet for all

units.

3. The Planning Board may allow lot side yard setbacks to be reduced to 5 feet for the purpose of providing more usable yard space on one side of the home, provided a distance of 20 feet is maintained between units.

#### **E. LOT COVERAGE**

All buildings on the lot, including accessory buildings and structures, open decks and parking spaces, shall not cover more than 50% of the lot area.

#### **F. PERMANENT FOUNDATION REQUIRED**

All mobile home units within the park used as dwelling units shall be installed on a permanent foundation. If a reinforced floating concrete pad is proposed, a registered professional engineer shall certify the design of such pad as adequate.

#### **G. BUFFER STRIPS**

1. A fifty- (50) foot wide buffer strip shall be provided along all property boundaries that:
  - a) Abut residential land which has a gross density of less than half of that proposed in the park; or
  - b) Abut residential land that is zoned at a density of less than half of that proposed in the park.

No structures, streets or utilities may be placed in the buffer strip, except that utilities only may cross a buffer strip to provide services to the park.

2. Within twenty-five (25) feet of any property line and within the buffer strip, visual screening and/or landscaping shall be provided. The visual screening may consist of fences, berms, landscaping, (such as shrubs and trees) and/or natural existing vegetation. This screening shall meet the screening requirements of the Subdivision Ordinance and shall be maintained throughout the life of the project.

#### **H. ROAD STANDARDS**

##### **1. OWNERSHIP, DESIGN, AND MAINTENANCE**

- a) All roads within the mobile home park shall be owned, constructed, maintained, and serviced by the mobile home park owner.
- b) All roads within the mobile home park shall be designed by a professional engineer, registered in the State of Maine, and shall be designed, constructed, and maintained according to the current edition of "The Standard Specifications for Highways and Bridges of the Maine Department of Transportation", except that such specifications shall not be more restrictive than those developed by the Manufactured Housing Board pursuant to

Title 30-A, MRSA, Section 4358 (3),(G), & (H).

##### **2. INTERSECTIONS**

Mobile home park roads, which intersect, with public roads shall meet the following standards:

- a) The desired angle of intersection shall be 90 degrees. The minimum angle of intersection shall be 75 degrees;
- b) Maximum grade within 75 feet of intersection. The maximum permissible grade within 75 feet of intersection shall be 2%;
- c) The minimum sight distance shall be 10 times the posted speed limit on the existing road. Sight distances shall be measured from the driver's seat of a vehicle that is 10 feet behind the curb or edge of shoulder line with the height of the eye 3 1/2 feet above the pavement and the height of object 4 1/4 feet. Where necessary, the parkland bordering the intersection shall be cleared of all growth and sight obstructions to achieve the required visibility.
- d) The centerline of any street within a park intersecting an existing public street shall be at least 125 feet from the centerline of any other street intersecting that public street.

## **2. ACCESS AND CIRCULATION**

- a) Primarily access to the mobile home park must be from a town or state road or a private road built and maintained to applicable Maine Department of Transportation standards.
- b) For mobile home parks consisting of 40 or more units, there shall be at least two entrances from public streets or roads.
- c) On-street parking shall be prohibited unless an eight-foot, paved, parking lane is provided, in which case on-street parking may be permitted on the side of the road where the parking lane is located.
- d) Curvilinear streets shall be utilized wherever possible. No street segment within the park shall be more than 200 feet without a curve or bend.
- e) No mobile home lot may have vehicular access directly onto a state highway.
- f) A traffic impact analysis shall be required if the park consists of 40 or more units.

## **3. RIGHT-OF-WAY AND PAVEMENT WIDTH**

- a) Two-way park roads shall have a minimum right-of-way of 23 feet and a Minimum paved surface of 20 feet. On-street parking shall be prohibited.
- b) One-way streets shall have a minimum right-of-way of 18 feet and a minimum paved surface of 14 feet. On-street parking shall be prohibited.
- c) Parking lanes shall be a minimum of 8 feet in width, if provided.
- d) Cul-de-sac turnarounds shall have minimum radii of 50 feet at the outer edge of the pavement, exclusive of any parking areas.

## **I. PARKING REQUIREMENTS**

### **1. OCCUPANT PARKING**

For each mobile home lot there shall be provided and maintained at least two (2) off-street, paved, parking spaces. Each parking space shall contain a minimum area of one hundred sixty two (162) square feet, not including maneuvering area, with minimum dimensions of nine (9) feet by eighteen (18) feet. This requirement may be waived if a parking lane provides an equivalent number of spaces.

### **2. GUEST PARKING**

In addition to occupant parking, off-street guest and service's parking shall be provided within the boundaries of the park at a ratio of one (1) space for each four (4) mobile home lots. Such parking shall be paved and the spaces shall be reserved for the sole use of guests to residents of this park. This requirement shall be waived if a parking lane provides an equivalent number of spaces.

## **J. WALKS**

### **1. GENERAL REQUIREMENTS**

The mobile home park shall contain a pedestrian walkway system consisting of common and individual walkways. Such systems shall be designed to link all units, all services, and all recreation facilities, such walks shall be adequately surfaced, lit, and convenient to maintain. Sudden changes in alignment and gradient shall be avoided.

### **2. COMMON WALK SYSTEM**

A common walk system shall be provided and maintained between locations where pedestrian traffic is concentrated and interferes with automobile traffic. Such common walks shall have a minimum width of six (6) feet. A portion of the road surface may be reserved for common walkways provided the roadway width is increased accordingly.

### **3. INDIVIDUAL WALKS**

All mobile home pads shall be connected to common walks, or to streets, or to driveways or to parking spaces. Such individual walks shall have a minimum width of three (3) feet.

## **K. LIGHTING**

Outdoor lighting shall be provided to adequately illuminate internal streets and pedestrian walkways. Lights shall be sized and directed to avoid adverse impact on adjacent properties.

## **L. SIGNS**

Signs and advertising devices shall be prohibited in a mobile home park except:

1. One (1) identifying sign at each entrance of the mobile home park no larger than 24 square feet, which may be indirectly lit, but not flashing.
2. Directional and informational signs for the convenience of tenants and the public relative to parking, office, traffic movements, etc.
3. Mobile/manufactured home "for sale" signs, provided that such signs that face a public road shall be no more than 10 square feet and shall be limited to two signs per mobile home park.
4. Mobile/manufactured homes address signs. The styles and location of the identifying sign shall not interfere with vehicle sight distance and shall be constructed in accordance with the local sign regulations.

**M. STORAGE**

**1. FUEL SUPPLY AND STORAGE**

- a) Natural gas and liquefied petroleum gas systems shall comply with all applicable codes and regulations. Installation of systems shall be subject to inspection and approval by the Code Enforcement Officer.
- b) All fuel oil supply systems shall be constructed and installed in each mobile home lot in accordance with all applicable codes and regulations. Installation of the system shall be subject to inspection and approval of the Code Enforcement Officer.

**2. REFUSE STORAGE**

Storage of refuse shall be accomplished in such a manner to minimize health hazards, rodent harborage, insect breeding areas, accident, wild fire, obnoxious odors, or air pollution. Refuse shall be in such a manner that domestic or wild animals may not gain access to waste material.

**3. TENANT STORAGE**

At least 300 cubic feet of enclosed tenant storage facilities shall be conveniently provided on or near each mobile home lot for the storage of materials and equipment.

**4. OUTDOOR STORAGE**

The mobile home park operator should provide outdoor storage for recreational vehicles, including boats, at a ratio of one (1) storage space per nine (9) developed mobile home lots. Such an outdoor storage area shall be designed to provide safe vehicular access and circulation, and shall be screened.

**N. ACCESSORY STRUCTURES/ATTACHED STRUCTURES**

1. Accessory structures may be allowed upon mobile home park lots provided each shall:

- a) Not exceed a width of sixteen (16) feet or a length of twenty four (24) feet;
- b) Be located not less than twenty feet from the street right-of-way, fifteen feet from the rear lot lines and not less than ten (10) feet from a side lot line;
- c) Not exceed a wall height of eight (8) feet and not exceed a roof high point height of twelve (12) feet;
- d) Not obstruct required openings for light and ventilation of the mobile home nor prevent inspection of any mobile home equipment or utility connection; and
- e) Notwithstanding other provisions of this Ordinance, a Building Permit under the Zoning Ordinance may be issued by the Code Enforcement Officer for accessory structures, such as garages, etc. for individual mobile homes, in mobile home parks, which meet the above requirements.

A building permit under the Zoning Ordinance may be issued by the Code Enforcement Officer for extensions to mobile homes, such as porches and decks, provided that all extensions shall:

- a) Meet the yard setback and lot coverage provisions of this Ordinance;
- b) Not be extended to less than ten (10) feet from any other mobile home, accessory structure, building, or structure; and
- c) Not exceed five hundred (500) square feet in area.

- 2. Storage facilities, accessory structures, and extensions, such as porches and decks shall not be placed or constructed upon a mobile home lot, in a mobile home park, without first obtaining a Building Permit, under the Zoning Ordinance, from the Code Enforcement Officer.

## **O. UTILITY REQUIREMENTS**

All mobile home parks shall provide permanent electrical, water and sewage disposal connections to each mobile home in accordance with applicable state and local rules and regulations, and as follows:

### **1. WATER SUPPLY**

- a) Each mobile home shall be provided with an adequate, safe, potable water supply.
- b) The water supply shall provide a minimum of two hundred (200) gallons of water per day per mobile home, with a minimum of twenty (20) pounds of pressure at all times.
- c) Water supply systems shall be installed and maintained by the mobile home park operator in accordance with applicable provisions of the State of Maine Plumbing Code, and all revisions in effect at that time.

### **2. SANITARY SEWAGE DISPOSAL**

- a) Sanitary sewer systems shall comply with the applicable provisions of the Maine State Plumbing Code, in effect at the time such system is proposed.

- b) Where public sewer is not available, a sanitary sewer system and treatment facility shall be designed and installed under supervision of an engineer registered in the State of Maine.
- c) In the event that public sewer systems shall become accessible at some point in the future, the mobile home park shall comply with the local and state regulations regarding hookup.
- d) The owner and operator of a mobile home park are responsible for the proper construction and maintenance of the sanitary sewer system within the mobile home park.

**3. ELECTRIC SUPPLY**

- a) A mobile home park shall contain an electrical system designed, installed, and maintained in accordance with applicable state and local regulations.
- b) The electrical system shall be designed and installed under the supervision of an Electrical Engineer registered in the State of Maine or licensed Master Electrician.

**P. COMMON RECREATION FACILITIES**

No less than eight percent (8%) of the total area of any mobile home park established under this Ordinance shall be devoted to common recreational areas and facilities, such as playgrounds, swimming pools, community buildings, ways for pedestrians and cyclists away from streets, and play areas for small children or other recreational areas in block interiors. Common recreational areas shall not include streets or parking areas, shall be closed to automotive traffic except for maintenance and service vehicles, and shall be improved and maintained for the uses intended.

**SECTION V: MANAGEMENT STANDARDS**

**A. NOTIFICATION OF OCCUPANTS REQUIRED**

The mobile home park operator shall inform occupants of the existence of this Ordinance and shall indicate that copies of the Ordinance are available at the Town Office.

**SECTION V: MANAGEMENT STANDARDS**

**B. PARK OCCUPANTS REGISTER REQUIRED**

The mobile home park owner shall maintain a register containing the names and lot numbers of the mobile home park occupants. The register shall be available for inspection by state and local authorities upon request during normal business hours.

**C. LOT IDENTIFICATION**

**1. LOT NUMBERS REQUIRED**

Each mobile home lot shall have a number supplied by the owner of the mobile home park,

and the lots shall be numbered in an orderly, consecutive fashion. Even numbers shall be on one (1) side of a street and odd numbers shall be on the opposite side of a street.

**2. UNIT NUMBERS REQUIRED**

Each mobile home shall be numbered in a manner consistent with the number assigned to the lot.

**3. SIZE**

The mobile home lot number shall be approximately three (3) inches high.

**4. VISIBILITY**

The mobile home lot number shall be prominently displayed upon the mobile home if possible.

**D. STREET NAMES AND SIGNS**

**1. NAMES TO DIFFER FROM EXISTING NAMES**

Proposed street names shall be substantially different from existing street names so as to not be confused in sound or spelling.

**2. NAMES REQUIRED**

Street shall have names rather than numbers or letters.

**3. LOCATION AND DESIGN**

Street name signs shall be erected at all street/road intersections. Lettering shall be at least four (4) inches high and in a readily readable type face. Conventional abbreviations are acceptable except for the street name itself. The street name sign should be reflecterized. The street sign shall be green with white lettering.

**E. PARK OWNER RESPONSIBLE FOR UTILITY CONNECTIONS**

The mobile home park owner shall be responsible to ensure that all the connection of utilities, to each mobile home unit, is both safe and made according to law.

**F. REFUSE COLLECTION**

Collection of refuse shall be conducted at regular intervals. Collection and disposal of refuse shall be the responsibility of the mobile home park operator and shall be accomplished according to state and local regulations.

**G. CERTAIN UNITS PROHIBITED IN MOBILE HOME PARKS**

Mobile home parks in the Town of Holden are limited to mobile homes, as defined herein, and single-wide and double-wide modular homes, but not site-built homes, panelized homes, recreation vehicles, travel trailers, or units not suitable for year-round occupancy.

**H. CERTIFICATE REQUIRED BEFORE UNIT REMOVAL**

The mobile home shall not be removed from a lot until a written certificate is obtained from the tax collector of the Town of Holden identifying the mobile home and stating that all property taxes applicable to the mobile home, including those for the current taxed year, have been paid or that the mobile home is exempt from such taxation.

**I. LOCATION OF PARKS LIMITED BY ZONING**

Mobile home parks shall only be allowed in those zones specified in the Zoning Ordinance of the Town of Holden, Maine.

**J. ACCESSORY STRUCTURES REQUIRE BUILDING PERMIT**

Accessory structures shall not be established upon a mobile home lot without a building permit issued by the Code Enforcement Officer of the Town of Holden.

**K. FIRE PROTECTION**

A mobile home park shall comply with State and local fire regulations. In the event that an adequate public water supply system should become available after construction of the mobile home park, the mobile home park owner shall connect to such system and the owner shall install water mains of sufficient size to support proper hydrant pressure and flow for fire protection.

**L. MAILBOXES**

The mobile home park operator shall supply mailboxes for the residents in a place, number, and manner satisfactory to the U.S. Post Office.

**M. RUINED UNITS TO BE REMOVED WITHIN 30 DAYS**

Units or accessory structures damaged by fire or other causes shall be removed within thirty- (30) consecutive calendar days from the time of their destruction unless a building permit to repair or reconstruct the unit or structure has been obtained from the Code Enforcement Officer within that time. If a building permit is so obtained, the unit or structure must be repaired or reconstructed within thirty- (30) days of the issuance, or removed at the expiration of that time.

**N. PLACEMENT OF BOTTLED GAS TANKS**

Bottle gas tanks shall not be placed such that they face a street or road.

**O. CONVERSION OF PARK**

No individual lot in a mobile home park may be sole or conveyed, unless said lot meet or exceeds the minimum lot size requirement of the district in which it is located.

**P. PARK ADMINISTRATION**

The owner, developer, or manager of a mobile home park shall be responsible for ensuring the maintenance of all park-owned structures and their sites. Park management shall conform to State laws. Compliance with this Ordinance shall not exempt the park owner, developer, or manager from complying with other applicable local, state, and federal ordinances, statutes, and rules.

## **SECTION VI: DEFINITIONS**

### **A. CONSTRUCTION OF LANGUAGE**

In this Ordinance, certain terms and words shall be interpreted as follows:

1. The words “person” and “applicant” includes individuals, firms, associations, corporations, organizations, and similar entities;
2. Words used or defined in one tense or form shall include other tenses or derivative forms;
3. Words in the singular shall include the plural number and words in the plural shall include the singular number;
4. The masculine gender shall include the feminine and the feminine shall include the masculine;
5. The word “shall” is mandatory;
6. The word “may” is permissive;
7. In case of difference of meaning or implication between the text of this Ordinance and any map, illustration, or table, the text shall control.

### **B. DEFINITIONS**

For the purpose of interpreting this Ordinance, the following terms, phrases, words and their derivations shall have the meaning given herein:

**1. ACCESSORY STRUCTURE:**

A structure incidental and subordinate to the principal structure;

**2. BUILDING:**

Any structure, either temporary or permanent, having a roof, awning, or other covering, containing three (3) or more enclosed sides, and designed or used for the shelter or enclosure of any person, animal, or property of any kind;

**3. CODE ENFORCEMENT OFFICER:**

A person appointed by the Town Manager to administer and enforce Town Ordinances. Reference to the Code Enforcement Officer shall include Building Inspector, Plumbing Inspector, Electrical Inspector and the like if applicable.

**4. LICENSEE:**

The owner of a mobile home park or the applicant for a mobile home park license. These terms (applicant, owner, licensee) are interchangeable unless the next indicates otherwise.

**5. LICENSING AUTHORITY:**

The Board of Selectmen of the Town of Holden.

**6. MANUFACTURED HOUSING:**

A structure or structural unit or units designed for occupancy and constructed in a manufacturing facility and transported by the use of its own chassis, or an independent chassis, to a building site. The term includes any type of building which is constructed at a manufacturing facility and transported to a building site where it is used for housing and may be purchased or sold by a dealer in the interim. Two types of manufactured housing are included under this definition:

- a) Mobile Homes: Those units constructed after June 15, 1976 which the manufacturer certifies are constructed in compliance with the United States Department of Housing and Urban Development standards, meaning structures transportable in one or more sections, which, in the traveling mode are 14 body feet or more in width and are 750 or more square feet, and which are built on a permanent chassis and designed to be used as dwellings, with or without permanent foundations, when connected to the required utilities including the plumbing, heating, air-conditioning, or electrical systems contained in the unit; except that the term shall include any structure which meets all the requirements of this paragraph, except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the Secretary of the United States Department of Housing and Urban Development and complies with the standards established under the National Manufactured Housing Construction and Safety Standards Act of 1974, United States Code, Title 42, Section 5401, et. Seq.; and
  
- b) Modular Homes: Those units which the manufacturer certifies are constructed in compliance with the State's Manufactured Housing Act and regulations, meaning structures transportable in one or more sections, which are not constructed on a permanent chassis and are designed to be used as dwellings on foundations when connected to required utilities, including the plumbing, heating, air-conditioning, or electrical systems contained therein.

**7. MOBILE HOME PARK LOT:**

An area of land in a mobile home park used for installation of a mobile home and the exclusive use of its occupants.

**8. MOBILE HOME PARK:**

A parcel of land under unified ownership approved by the Town for the placement of three (3) or more manufactured homes.

**9. MOBILE HOME PARK SUBDIVISION OR DEVELOPMENT:**

A parcel of land approved by the Planning Board under the Holden Subdivision Ordinance and Title 30-A, MRSA, Section 4401 for the placement of manufactured houses on individually owned lots.

**10. PERMANENT FOUNDATION:**

A permanent foundation includes any of the following:

- a) A full, poured concrete or masonry foundation;
- b) A poured concrete frost wall or a mortared masonry frost wall, with or without a concrete floor; and
- c) A reinforced, floating concrete pad.

**11. RECREATIONAL VEHICLE:**

A vehicle or vehicular attachment designed for human temporary living quarters for one (1) or more persons, such as a pick-up camper, travel trailer, tent trailer, or motor home.