

**TOWN OF
PLYMOUTH
MOBILE HOME
PARK
ORDINANCE**

Final Version enacted on August 20, 2022

STEPS TO GAIN APPROVAL OF NEW MOBILE HOME PARK

1. Obtain a copy of the Subdivision and Mobile Home Park Ordinances from the Town Office.
2. Develop a sketch plan including a rough layout of the park.
3. Present the sketch plan to the Planning Board. The Planning Board will classify as a major or minor subdivision and schedule an on-site visit. The Planning Board will also identify any design problems.
4. The next step is to present the Planning Board with a preliminary plan. This step can be waived if it is a minor subdivision. At this point, the Planning Board will perform a thorough review of the plans and schedule a public hearing.
5. The last step before the Planning Board will be the presentation of the final plan and the public hearing. These usually occur at the same time.
6. After approval by the Planning Board, the applicant may begin construction of the park including the roads, driveways, foundations, and septic systems.
7. Following the completion of construction, the applicant needs to apply for a license from the Selectmen to begin operation of the park.
8. Once the applicant has applied for a license, the Code Enforcement Officer (CEO) will inspect the park to ensure that it was constructed according to the standards in the ordinance and any conditions that the Planning Board placed on the approval. The CEO will make a written report to the Selectman and they will issue a license if the park is in compliance.

SEC. 1: GENERAL PROVISIONS

A. TITLE

This Ordinance shall be known and may be cited as the "Mobile Home Park Ordinance of the Town of Plymouth, 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;

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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 Plymouth.

E. SEVERABILITY

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.

F. 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;
- c. The Public, through a written petition signed by at least fifty (50) residents registered to vote in the Town of Plymouth.

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

3. ENACTMENT

A majority of the votes cast at a town meeting shall be required to enact the amendment(s).

4. EFFECTIVE DATE

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

SEC. 2. 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 park 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 lawful nonconforming Mobile Home Park may continue, unless abandoned. Abandonment will be deemed to occur if the use has been completely discontinued for 12 consecutive months.

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 Planning Board approval 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 approval.

E. EXPANSION PERMITTED

Expansion of a lawful nonconforming Mobile Home Park may be permitted provided that the expanded portion of the lawful nonconforming Mobile Home Park shall conform to the provisions of this Ordinance.

SEC. 3. ORDINANCE ADMINISTRATION

A. RESPONSIBILITY ASSIGNED

1. CODE ENFORCEMENT OFFICER

It shall be the responsibility of the CEO to enforce the provisions of this Ordinance and to carry out inspections as requested by the Board of Selectmen.

2. PLANNING BOARD

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 subdivisions with provisions of the Town's Subdivision Ordinance and of this Ordinance.

3. BOARD OF SELECTMEN'S RESPONSIBILITY

It shall be the responsibility of the Board of Selectmen to approve, approve conditionally, or disapprove the 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 of Plymouth's Subdivision Ordinance.

2. CONFORMANCE WITH SUBDIVISION STANDARDS REQUIRED

New Mobile Home Parks and expansions of existing parks shall conform to the procedural 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 a new or maintain an existing Mobile Home Park within the Town without a license issued in conformity with the provisions of this Ordinance. A license must be obtained prior to installation of the first mobile home.

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 THE CODE ENFORCEMENT OFFICER (CEO)

Application for a license for a new Mobile Home Park and for license renewals shall be filed with the CEO 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

The CEO 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 CEO shall consult with the Chief of the Fire Department, the Road Commissioner, the Health Officer, MDEP, 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 June following the date of issuance. Applications for license renewal shall be submitted between the first day of January and the fifteenth day of April in order to be acted upon by the first day of June.

6. 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 CEO. Used units must be inspected before a permit is issued.

2. PERMIT REQUIRED FOR THE REPLACEMENT OF EXISTING MOBILE HOMES

No person shall replace existing mobile home unit in a Mobile Home Park with another unit without first obtaining a permit from the CEO. When an existing mobile home is replaced with a larger mobile home, the CEO may, upon request, alter the lot coverage and setbacks in accordance with Section 3.F of this Ordinance.

3. DECLARATION FROM MOBILE HOME PARK OPERATOR REQUIRED

All applications for mobile home permits shall be made to the CEO 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, without a certificate of compliance issued by the CEO indicating that all of the required public improvements and infrastructure improvements serving one or more mobile home park lots 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 CEO may allow an increase in lot coverage (including all buildings on the lot, accessory buildings and structures, open decks and parking spaces) 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 an increase in lot coverage, the CEO 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 reasonable person standard.
- c. The Board of Appeals (BOA) may review a denial of a request to increase lot coverage by the CEO. However, the BOA must abide by the standards set forth in sections F.1, subsection F.1.a and F.1.b above.
- d. The BOA may grant a variance to lot coverage and setback requirements to a property owner of a Mobile Home Park for the purpose of making that property accessible to a person with a disability living on the property. The BOA shall restrict any variance granted under this subsection solely due 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 BOA 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 purposes of this subsection, a disability has the same meaning as a physical or mental disability under Title 5 M.R.S.A. § 4553.

G. VIOLATIONS AND ENFORCEMENT

1. VIOLATIONS CONSIDERED NUISANCES

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

2. ENFORCEMENT

The CEO, with the advice and consent of the Board of Selectmen, is authorized to institute or cause to be instituted by the Town Attorney, in the name of the Town of Plymouth, 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 CEO is hereby authorized to give written notice of violations, the nature of the violation, and time to correct the violation. Failure to comply may result in revocation of any license issued pursuant to the terms of this Ordinance if after due investigation is determined that the holder thereof has violated any of the provisions of this Ordinance or any other applicable

code, law, or statute. The licensee has thirty (30) days from receipt of notification by the CEO to comply or appeal.

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 provisions of this ordinance shall be guilty of a civil violation and subject to the penalties provided in Title 30-A.M.R.S.A. § 4452. Monetary penalties may be assessed on a per day basis and shall be treated as civil penalties.

H. APPEALS

1. APPEALS FROM CODE ENFORCEMENT OFFICER/PLANNING BOARD DECISIONS

An appeal may be taken within thirty (30) days after the Planning Board or CEO renders any decision, by any party to the Board of Appeals in accordance with State law.

2. APPEALS FROM BOARD OF APPEALS DECISIONS

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

I. 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 Plymouth Subdivision Ordinance.

2. ANNUAL MOBILE HOME PARK LICENSE FEE

The fee for a Mobile Home-Park license issued by the Board of Selectmen shall be seventy-five (\$75.00) dollars per approved lot.

3. MOBILE HOME PERMIT FEE

The fee for a mobile home permit issued by the CEO, pursuant to Section 3.D of this Ordinance, is seventy-five (\$75.00) dollars.

SEC. 4. 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 Plymouth 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 area.

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 individual subsurface sewage disposal system: Minimum lot area: 20,000 square feet
Minimum lot width: 100 feet
2. 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:
Front setback: 20 feet
Side setbacks: 20 feet
Back 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.

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

Any mobile home units within the park used as dwelling units shall be installed on concrete foundation, designed according to specifications of the Mobile Home Installation Standard, State of Maine Department of Professional and Financial Regulation, Manufactured Housing Board.

- G. Any mobile home within the park shall have a pitched roof (see definition 13) covered with fire resistant material.

H. 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.
2. 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.

3. 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 coniferous shrubs and trees) and/or natural existing vegetation. This screening shall meet the screening requirements set forth by the planning board and shall be maintained throughout the life of the mobile home park. The screening shall effectively screen at least 80% of the buildings from the view of the adjacent properties. If vegetative screening is chosen, the park owner has within one year of approval to plant vegetative screening and must comply with the above standard within a duration set forth by the Planning Board not to exceed 5 years.

I. 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, licensed 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), and (H) and the Manufactured Housing Board's road construction regulations contained in C.M.R. 02-385, Chapter 850, Appendix C.
- c. Before final approval, the Mobile Home Park owner shall provide proof to the Board that all roads were built according to the standards in I.1,b. above.

2. INTERSECTIONS

Mobile Home Park roads that 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. The maximum permissible grade within 75 feet of intersection shall be 2%.
- c. The minimum sight distance shall be 10 feet times the posted speed limit on the existing road. Example: 45 mph would require 450 foot sight distance.

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 4-1/2 feet. Where necessary, the park land 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.

3. ACCESS AND CIRCULATION

- a. Primary 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 is only permitted on one side of the street.
- d. No mobile home lot may have vehicular access directly onto a town road or state highway.
- e. A traffic impact analysis prepared by a Professional Engineer, licensed in the State of Maine shall be required if the park consists of 40 or more units.

4. RIGHT-OF-WAY AND SURFACE WIDTH

- a. Two-way park roads shall have a minimum right-of-way of 23 feet and a minimum traveled surface of 20 feet.
- b. One-way streets shall have a minimum right-of-way of 18 feet and a minimum traveled 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 90 feet at the outer edge of the roadway, exclusive of any parking areas.

J. PARKING REQUIREMENTS

1. OCCUPANT PARKING

For each mobile home lot there shall be provided and maintained at least two (2) off-street 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 services 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 spaces shall be reserved for the sole use of park residents' guests. This requirement shall be waived if additional sources of off-street parking results in a total ratio of 2.25 spaces per unit.

K. LIGHTING

Outdoor lighting shall be provided to adequately illuminate entrances, exits, and common facilities. Lights shall be sized and directed to avoid adverse impact on adjacent properties.

L. SIGNS

One identifying sign is permissible at each entrance of the Mobile Home Park no larger than 32 square feet that may be indirectly lit, but not flashing. The style 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 CEO.
- 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 CEO.

2. REFUSE STORAGE

Storage of refuse shall be accomplished in such a manner as to minimize: health hazards, rodent harborage, insect breeding areas, accident, wild fire, obnoxious odors, air pollution, and access to domestic or wild animals.

N. ACCESSORY STRUCTURES/ATTACHED STRUCTURES

1. Accessory structures may be allowed upon Mobile Home Park lots provided each shall:
 - a. Be located at least twenty (20) feet from the street right-of-way, ten (10) feet from the rear lot lines, and at least twenty (20) feet from a side lot line.
 - b. Not obstruct required openings for light and ventilation of the mobile homes nor prevent inspection of any mobile home equipment or utility connection.
2. A Building Permit under the Land Use Ordinance may be issued by the CEO for extensions to mobile homes, such as porches and decks, provided that all extensions shall meet the lot setback and lot coverage provisions of this Ordinance.
3. No storage facility, accessory structure, or extension, such as a porch or deck shall be placed or constructed upon a mobile home lot in a Mobile Home Park, without first obtaining a Building Permit under the Land Use Ordinance from the CEO.

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. All utilities must be inspected during original installation and during any system revision.

1. WATER SUPPLY

- a. Each mobile home shall be provided with an adequate, safe, potable water supply from a well or public water system that meets all applicable MDEP standards. If a well, this well may not be within the boundaries of any lot in the park.

- b. The water supply shall be capable of providing 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. Individual 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. When a centralized sanitary sewer system and treatment facility is installed, it shall be designed and installed under the supervision of a Professional Engineer, licensed in the State of Maine.
- c. The owner and operator of a Mobile Home Park is/are responsible for the proper construction and maintenance of a 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 a Professional Engineer, licensed in the State of Maine or licensed Master Electrician.

P. COMMON RECREATION FACILITIES

No less than five percent (5%) of the total area of any Mobile Home Park established under this Ordinance shall be devoted to common recreational areas and facilities, such as undeveloped areas, 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.

SEC. 5. MANAGEMENT STANDARDS

A. 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.

8. 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 consistent with the 911 E Permanent Addressing Ordinance.

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 at least three (3) inches high.

4. VISIBILITY

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

C. STREET NAMES AND SIGNS

1. NAMES TO DIFFER FROM EXISTING NAMES

Proposed street names shall be substantially different from existing street names within the Town of Plymouth so as not to be confused in sound or spelling.

2. NAMES REQUIRED

Streets shall have names rather than numbers or letters.

3. LOCATION AND DESIGN

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

D. 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.

E. REFUSE COLLECTION

Collection of refuse shall be conducted at least weekly. 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.

F. CERTAIN UNITS PROHIBITED IN MOBILE HOME PARKS

Occupied units in Mobile Home Parks in the Town of Plymouth are limited to mobile homes, as defined herein. Modular homes, site-built homes, panelized homes, recreation vehicles, travel trailers, or units not suitable for year-round occupancy are not permitted.

G. CERTIFICATE REQUIRED BEFORE UNIT REMOVAL

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

H. LOCATION OF PARKS LIMITED BY LAND USE AND SHORELAND ORDINANCES

Mobile Home Parks shall only be allowed in those areas specified in the Land Use Ordinance of the Town of Plymouth, Maine.

I. ACCESSORY STRUCTURES REQUIRE BUILDING PERMIT

Accessory structures shall not be established upon a mobile home lot without a building permit issued by the CEO of the Town of Plymouth.

J. FIRE PROTECTION

A Mobile Home Park shall comply with State and local fire regulations.

K. 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.

L. RUINED UNITS TO BE REMOVED WITHIN 30 DAYS

Units or accessory structures rendered uninhabitable 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 CEO within that time. If a building permit is so obtained, the unit or structure must be repaired or reconstructed to its prior state or better within sixty (60) days of the issuance or removed at the expiration of that time.

M. PLACEMENT OF BOTTLED GAS TANKS

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

N. CONVERSION OF PARK

C. No individual lot in a Mobile Home Park may be sold or conveyed unless said lot meets or exceeds the minimum lot size requirement of the district in which it is located.

O. PARK ADMINISTRATION

The owner, developer, or operator 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 operator from complying with other applicable local ordinances, state statutes, and federal rules.

P. SALE OF PARK

Whereas Mobile Home Park Licenses are nontransferable, any Mobile Home Park License issued hereunder shall be void upon any sale and/or transfer of a Mobile Home Park that would require the payment of transfer tax pursuant to 36 M.R.S.A. §4641 et seq. Prospective Owners of any Mobile Home Park shall make application to the CEO for a new Mobile Home Park License at least 30 days in advance of the anticipated closing date for the sale and/or transfer.

SECTION 6: DEFINITIONS

A. CONSTRUCTION OF LANGUAGE

In this Ordinance, certain terms and works 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, illustrations, 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 (CEO):** A person appointed by the Board of Selectmen to administer and enforce Town Ordinances. Reference to the CEO shall include Building Inspector, Plumbing Inspector, Electrical Inspector and the like, if applicable. In the absence of any officially hired state certified CEO, it shall be the responsibility of the Chairman of the Planning Board to enforce the provisions of this Ordinance.
4. **LICENSEE:** The owner of the Mobile Home Park or the applicant for a Mobile Home Park license. These terms (applicant, owner, licensee) are interchangeable unless the text indicates otherwise.
5. **LICENSING AUTHORITY:** The Board of Selectmen of the Town of Plymouth.

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 State Code, Title 42, Section 5401, et seq.; and
 - b. **Modular Homes:** Those units which the manufacturer certifies are constructed in compliance with the Maine'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 Plymouth Subdivision Ordinance and Title 30-A, MRSA, Section 4401 et seq. 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;
 - c. A reinforced, floating concrete pad;

11. RECREATIONAL VEHICLE: A vehicle or vehicular attachment designed for human temporary living quarters for one or more persons, such as a pick-up camper, travel trailer, tent trailer, or motor home.
12. CENTRAL WASTEWATER DISPOSAL SYSTEM: Is a disposal system that serves two or more mobile homes and is not wholly or partially on any lot.
13. PITCHED ROOF: Roof installed at the time of original manufacture or after removal of the original flat roof. A replacement pitched roof must be built in accordance with State laws in effect at the time of replacement.