

TITLE IX.

MOBILE HOME (M-1) DISTRICT

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Section A: Intent.

The purpose of this section is to provide for the development of property located and planned facilities for mobile homes. The mobile home is recognized as a form of housing for which specific provisions should be made. It is further recognized that, in urban and urbanizing areas, mobile homes should be located in mobile home parks and subdivisions only and that such areas must be carefully located and designed to meet the needs of the residents and to achieve a satisfactory relationship to adjoining and nearby property.

Section B: Compliance.

This ordinance shall apply to all mobile homes and mobile home parks within the City of Lake Station and compliance shall be required as follows:

1. No persons proposing a mobile home park shall proceed with any grading or improvement for streets or the installation of public utilities until the preliminary plat of the proposed mobile home park has been approved by the plan commission and the city council.
2. No person proposing a mobile home park shall sell, agree to sell, transfer, lease or otherwise convey or dispose of any lot, parcel or tract in a proposed mobile home park until the final plat thereof has been approved and signed by the plan commission and the city council and recorded in accordance with the provisions thereof.
3. No permit to erect, alter, repair or place any structure upon land in a mobile home park shall be issued until a plat of such has been approved and recorded and improvements required by the plan commission have been constructed or the construction thereof guaranteed as herein provided.

Section C: Pre-application conference.

Any person desiring approval of a plat of a mobile home park may appear before the commission to discuss the proposal before filing an application for preliminary plat approval. No fee or formal application is required for this meeting. Its purpose is to save the mobile home builder time and money. The mobile home builder should be prepared to discuss the details of the proposed mobile home park and should also submit a sketch plan for said mobile home park. The mobile home builder should submit a letter of intent describing generally the area which is intended to be the mobile home site and setting forth such items as:

1. The proposed use of the land;
2. Existing features and land characteristics;
3. The approximate size of the proposed development;
4. Availability of park recreation and school facilities;
5. Availability of utilities and proposed plan for securing them to the area;
6. Proposed access to existing streets.

If the commission should find that the plans and data submitted does not meet their approval, they shall inform the mobile home builder of their decision and reasons thereof. If the commission finds the plans acceptable, it shall inform the mobile home builder in writing of the property's present zoning and the change of zoning needed, provide an application to be submitted with the preliminary plat and place the project on the agenda at a mutually agreeable date.

Section D: Preliminary approval.

1. An application for rezoning to M-1 mobile home district shall be accompanied by a schematic plan and supplementary text showing:

- a. Name of mobile home park; names and addresses of owners and designer.
- b. Date, north arrow and scale.
- c. Property boundary and area.
- d. Adjacent streets.
- e. All proposed land uses.
- f. Proposed buildings (show outline and number of floors).
- g. Proposed mobile home lots or spaces.
- h. Proposed streets and private drives, parking areas and the total number of parking spaces to be provided.
- i. Recreational areas and other areas.
- j. Proposed water supply or sewage disposal systems.

2. The plan commission shall review this application at its regular meeting after proper submission and shall give conditional acceptance or return the application to the mobile home builder with reasons for disapproval. If conditional acceptance is given, then the project shall proceed as follows:

- a. Copies of the maps and data sheets submitted shall be delivered to the city engineer for his consideration and recommendations regarding the conformance of engineering plans to all the duly adopted standards for construction or improvement.
- b. Copies of the maps and data sheets submitted shall be delivered by the developer to the board of public works, fire department, the park board and the school corporation for their consideration and recommendations of the matters affecting their respective agencies.
- c. Copies of the maps and data sheets submitted shall be delivered by the developer to all public and private utilities for their consideration and recommendations as to the adequacy of the utility easements.
- d. Upon receiving recommendations from the aforementioned persons and agencies, the commission shall review with the applicant all changes which have been recommended so that the mobile home builder may make such changes.

- e. Conditional acceptance of the preliminary plat by the commission is not a final acceptance of the subdivision plat for recording and shall not be indicated as such on the plat.

3. *Public hearing:* Prior to a decision by the plan commission on whether or not to approve the preliminary plat, the plan commission shall set a date for a public hearing. The applicant shall notify by legal publication and otherwise give due notice to all interested persons as defined in Section 2.42 of this ordinance. The publication of the notice of public hearing shall be at the applicant's expense. At the public hearing or within sixty (60) days thereof, the plan commission shall approve, conditionally approve, or disapprove the preliminary plat, setting forth the reasons for its action and providing the mobile home builder with a copy. No formal action by the plan commission within sixty (60) days shall be deemed automatic approval.

4. *Time limit:* Preliminary approval shall be effective for a maximum of twelve (12) months unless, upon written request by the mobile home builder, the plan commission grants an extension. If the final plat has not been submitted for final approval within this time, or if the plan commission determines that no substantial work has been completed, a preliminary plat must again be submitted to the plan commission for preliminary approval in accordance with the then existing requirements.

5. *Grievance procedure:* Any person feeling aggrieved at any action of the plan commission concerning the preliminary plat may apply in writing to the board of zoning appeals at least ten (10) days prior to its next meeting for modification of the action complained of and such application shall be considered by the board of zoning appeals at such meeting. In the event any such person shall feel aggrieved, said person has the right to take the decision of the board of zoning appeals directly to court as provided by law.

Section E: Final plat.

1. *Filing:* After preliminary plat approval is obtained, the mobile home builder shall submit a final plat to the plan commission which complies with the same requirements for final approval in the Lake Station Subdivision Control Ordinance. The final plat shall be accompanied by:

- a. Three (3) prints and two (2) original tracings of the final plat.
- b. A fee in accordance with Section 7.05 of the Lake Station Subdivision Control Ordinance to cover the cost of inspecting for final approval.

2. *Final approval:* Within thirty (30) days after submission of the final plat, the plan commission shall approve or disapprove the mobile home builder's application for approval of the mobile home plat. If the plan commission determines that the final plat is in accordance with the requirements of this ordinance, the president and secretary or other authorized members, shall endorse one tracing of the plat and retain it for plan commission records. The other tracing of the final plat shall likewise be endorsed with the commission seal and

certificate of approval shall be transcribed on it and forwarded to the city council for execution. If the commission disapproves, it shall set forth the reasons for such disapproval in its own records and provide the mobile home builder with a copy.

3. *Recording*: Unless a plat is duly recorded within ninety (90) days from the date of final plat approval, the commission approval of the plat shall expire and shall be of no effect unless reinstated by the plan commission.

4. *Grievance procedure*: Should any person feel aggrieved at any action of the plan commission concerning the final plat, such action is subject to the right of appeal in the same manner as set forth in Section D:5.

Section F: Permitted uses within M-1 District.

1. Mobile homes.

2. Caretaker's or manager's home or office.

3. Service building to house services for occupants of the mobile home park only, including management office, restrooms, vending machines, washing and drying machines for domestic laundry and recreational facilities accessory to the mobile home park, and similar uses.

4. Sale of mobile homes to be located within the district shall be permitted only if such mobile homes are located on approved and established mobile home lots or spaces and stands.

5. All other uses permitted in single family residential districts subject to the R-1 District Development requirements.

Section G: Mobile home site requirements.

1. In designing a mobile home park, the petitioner shall conform to:

- a. All applicable ordinances of the county;
- b. Applicable laws, rules and regulations of the State of Indiana and duly constituted agencies thereof;
- c. All requirements contained within this ordinance.

2. Any parcel of land proposed for use as a mobile home park shall meet the following minimum requirements:

- a. *Water supply*. All parks shall be served by a common water supply system. For purposes of this ordinance, individual water wells are not acceptable. Water supply systems shall be submitted to and approved by the Indiana State Board of Health.
- b. *Sanitary sewers*. All parks shall be served by central or public sewer systems connected to a sewage treatment plant approved by the State Board of Health. For purposes of this ordinance, individual septic tanks shall not be acceptable.

- c. *Electrical system.* Each park shall contain an under ground electrical system which shall be installed and maintained in accordance with applicable codes and regulations governing such system. The electrical distribution system shall be installed underground in a manner approved by the power company.
 - d. *Fuel.* Each mobile home park shall be served by an approved central fuel system. Individual fuel storage tanks shall not be permitted.
 - e. *Storm water drainage.* All parks shall be provided in accordance with the requirements of the City Storm Water Drainage Ordinance.
 - f. *Garbage/refuse.*
 - (1) Garbage and rubbish shall be disposed of in a manner approved by the city environmental officer and in a manner designed not to create a nuisance or menace to health.
 - (2) All refuse and garbage shall be collected at least weekly. Where suitable collection service is not available from municipal or private agencies, the park operator shall provide this service. Refuse incinerators, if permitted, shall be constructed in accordance with engineering plans and specifications which shall be reviewed and approved by the county health department.
 - (3) Parks shall be maintained free of accumulation of debris which may provide rodent harborage or breeding places for flies, mosquitos, and other pests.
 - g. *Laundry facilities.*
 - (1) Laundry facilities shall be provided either individually in each mobile home and its space, or in a centralized common facility, or in a combination of these to suit local preferences.
 - (2) Where centralized provisions of washers, dryers, or common drying yards are required, they shall be located convenient to the mobile home spaces.
3. Streets.
- a. Streets shall be provided on the site where necessary to furnish principal traffic ways for convenient access to the mobile home stands and other important facilities on the property. Streets shall be privately owned and maintained.
 - b. All streets or drives, whether public or private, shall be designed in substantial relation to:
 - (1) Topographic conditions and drainage.
 - (2) Public convenience and safety.
 - (3) The proposed uses of land to be served by such street or drive. A street or drive shall be provided for convenient access to each individual mobile home site within the park.
 - c. All streets or drives, whether public or private, shall be constructed in the manner prescribed in the City of Lake Station Subdivision Control Ordinance.
 - d. All streets or drives shall be provided with a smooth, graded, drained, sealed, and paved durable surface commencing from the public street to and throughout the park. All street or drive surfaces shall be maintained free of holes and other hazards.

- e. Street names and addresses shall be assigned to all streets and mobile home standards appearing on the final plan.
 - f. Street intersections shall generally be at right angles. Offsets at intersections and intersections of more than two (2) streets at one point shall be avoided.
4. Minimum parking for mobile home parks.
 - a. Paved, off-street parking shall be provided in all mobile home parks for the use of occupants and guests. Parking spaces shall be at the ratio of at least two (2) car spaces, each not less than ten (10) feet by twenty (20) feet in size, for each mobile home site.
 - b. The park operator shall provide a separate area, either fenced, screened, or otherwise enclosed, for the storage of tenants' camping trailers, boats, snowmobiles, and other similar recreational equipment, and such items shall not be stored in any other area of the park. If there are no park rules in place, then it will be the park's responsibility to provide a place for these things.
 5. Pedestrian ways.
 - a. All parks shall be provided with safe, convenient all-weather pedestrian access to and from each lot and to and from the parks of adequate width for intended use. Said access shall be durable and convenient to maintain.
 - b. Common walks. A common concrete or paved walk system shall be provided and maintained between locations where pedestrian traffic is concentrated. Such common walks shall have a minimum width of four (4) feet.
 - c. Individual walks. All mobile homes shall be connected by concrete or paved individual walks, not less than two (2) feet in width, to common walks and parking areas.
 6. Building set-back lines: All mobile homes, occupied or vacant, shall be set back at least fifty (50) feet from any public right-of-way. Fifty (50) feet withheld on state and county maintained roadways.
 7. Minimum open space between mobile homes:
 - a. Front to front — average of sixty (60) feet.
 - b. Front to back — average of forty (40) feet.
 - c. All other possible arrangements must provide at least ten (10) feet between homes.
 8. Area requirements of a mobile home park:
 - a. Mobile home park five (5) acres.
 - b. Mobile home lot four thousand (4,000) square feet.
 - c. If the mobile home park builder wishes to build in phases, each such phase of development shall not be less than five (5) acres in size.

9. Density: In no case shall any mobile home park exceed a density of seven and five-tenths (7.5) units per gross acre.

10. Mobile home stands: All mobile home stands shall be constructed as a grade-beam floating slab or as a solid concrete slab.

11. Buffer zones and screening:

- a. A tight screen planting six (6) feet in height, effective during all seasons of the year, shall be placed adjacent to the boundary of the mobile home park, maintained in original or better condition or a wire mesh fence at least six (6) feet high shall be placed at boundary line of the mobile home park.
- b. Fences or free standing walls shall be installed where necessary for screening purposes, such as around refuse collection points and playgrounds.
- c. Fences and walls shall be designed for the function intended and shall be substantially constructed to withstand conditions of soil, weather, and use.
- d. If the mobile home park builder develops in phases, each such phase shall have buffer zones and screening as provided in this section.

12. Miscellaneous regulations:

- a. No trailers, recreational vehicles, or boats shall be parked or stored within the open space required between mobile homes.
- b. Use of park areas for non-residential purposes:
 - (1) No part of any mobile home park shall be used for non-residential purposes except such areas that are required for the direct servicing and well being of the park residents and for the management and maintenance of the park provided, however, that retail sales of new or used mobile homes may be made from the park by the owners of the park or the sole licensee or agent of the owners, but all said mobile homes held for sale shall be limited to fifteen (15) percent of the total stands in the park.
 - (2) Nothing contained in this section shall be deemed as prohibiting the sale of a mobile home located on a mobile home stand by the individual owner or his agent.
- c. Construction materials storage areas for the park shall be maintained as to prevent rodent harborage and such lumber, pipe and other building materials shall be stored within a structure or fenced-in storage area.
- d. The growth of brush, weeds, and grass shall be controlled by the owner or operator of the park.
- e. Skirting. All mobile homes shall have a removable skirting around the entire perimeter of the home, extending from the bottom of the home to the ground.
 - (1) Skirting shall be a durable material such as decorative block, concrete block, fiberglass, metal, or other material approved by the building commission. Junk doors or other scrap material shall be prohibited.

(2) Skirting shall be maintained at all times by the tenant.

f. Storage facilities:

(1) Individual waterproof storage facilities may be built or installed on each lot if first approved by the building commission.

(2) Storage shall not be permitted unless within a completely enclosed structure approved by the mobile home park manager and the building commissioner.

g. *Additions or alterations.* No mobile home may be extended, enlarged, or otherwise added to unless approval in writing from the park owner or designated agent is presented to the plan commission and a permit has been issued by the building commission staff. A concrete pad or foundation shall be placed under any structure or addition thereto within the mobile home park.

h. All mobile homes shall be properly secured by appropriate "tie-downs" or fasteners in accordance with state regulations.

(Ord. No. 95-20, § 3, 9-21-95)