

CHAPTER 20 - RM, SINGLE FAMILY RESIDENTIAL MANUFACTURED HOME PARK DISTRICT

SECTION:

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20.01: PURPOSE.

The purpose of the RM, Single Family Manufactured Home Park District is to provide a separate district for manufactured home parks, distinct from other residential uses in areas guided for low density residential land uses by the Comprehensive Plan.

20.02: PERMITTED USES.

The following are permitted uses within the RM Manufactured Home Residential District:

- A. Manufactured homes in manufactured home parks.
- B. Public parks and playgrounds.
- C. Essential services.
- D. Storm shelters.
- E. Offices for the administration of the Manufactured Home Park.
- F. On-site laundry facilities to service tenants of the Manufactured Home Park.

20.03: ACCESSORY USES.

The following are permitted accessory uses in an R-M Manufactured Home Residential District:

- A. Accessory uses incidental and customary to uses allowed as permitted, conditional and interim uses within this Chapter.
- B. Home occupations as regulated by Chapter 28 (Home Occupations) of this Ordinance.
- C. Fences as regulated by Chapter 31 of this Ordinance.
- D. Personal or accessory antenna as provided under Chapter 31 of this Ordinance.
- E. Off-street parking.
- F. Except as otherwise limited, private recreational facilities, accessory to an existing principal permitted use on the same lot and which is operated for the enjoyment and convenience of the residents of the principal use and their occasional guests.
- G. Signs as regulated by Chapter 30 of this Ordinance.

20.04: APPLICATION.

The following procedure must be followed to obtain approval for a manufactured home park:

- A. The property owner shall first apply in writing to the Zoning Administrator on such form as provided by the City. Such application shall include a development plan and a plat plan prepared by and bearing the seal of a Minnesota Registered Surveyor or Registered Engineer, showing the

following:

1. Exact legal description of entire development property.
2. Name, address, resume, and three references in the field of manufactured home park development and management.
3. The existing survey of the entire development site.
4. Location and size of all individual lots, storage areas, recreation areas, laundry and drying areas, roadways, parking sites, central office and shelters.
5. Location and size of all streets abutting the park and all proposed driveways from such streets to said park.
6. Street construction and surfacing plans and specifications, including parking areas and sidewalks.
7. Plans for sanitary sewage disposal, surface water drainage, water supply systems, electrical service, and gas service.
8. Setback dimensions of all lots and the entire manufactured home park from adjacent roads, properties, natural areas such as rivers, lakes, streams, ponds, and the like.
9. Delineation and identification of any and all wetlands on or near the development site.
10. Plans for any and all structures.
11. Location, owner, legal description of all easements on the site.
12. Detailed landscaping plans and specifications.
13. Lighting plans and specifications.
14. Location and width of sidewalks.
15. Description of the method of collecting and disposing of garbage and refuse.
16. Detailed description of maintenance procedures and grounds supervision.
17. Proposed development schedule including proposed deadlines for completion of each stage.
18. Such other information as required by the City Engineer, City Building Official, Zoning Administrator, City Council, and/or Planning Commission.

20.05: DESIGN STANDARDS.

All manufactured home parks site plans shall conform to the following standards:

A. Park site.

1. Shall be drained and properly graded and meet criteria required in shoreland and/or floodplain areas, meet City engineering and building inspection requirements, and other regulations as applicable.
2. Shall have at least two points of ingress and egress for vehicles and these access points must get written approval from the appropriate road authority for the proposed access. The access points must meet their specific design requirements.
3. Total Land Area Required: Minimum total park area shall be five (5) acres and not less than

250 feet in width.

B. Individual lots.

1. Lot area: a minimum of 6,500 square feet for the exclusive use of the occupant.
2. Width: no less than 65 feet.
3. Depth: no less than 100 feet.
4. Each lot must provide a raised gravel base sized for the manufactured home installed on the site. Each lot must have sod removed from the base area.
5. Each manufactured home lot shall have frontage on an approved roadway and the corner of each manufactured home lot shall be marked. Each site shall be numbered.
6. Frost piers shall be installed, according to the manufacturer's specifications, on all lots at the time of manufactured home installation.
7. Manufactured Home Parks which are established after the adoption of this ordinance shall not allow manufactured homes which are greater than eight (8) years old to be moved into the park.

C. Setbacks.

1. There shall be a front, side and rear yard setback of ten (10) feet from each structure to the lot line. Lots that abut any public street shall have a setback of thirty (30) feet measured from property line. Where a public street is adjacent to a property line, a twelve (12) foot landscape area shall be required. Screening and buffer zones shall be established on the perimeter of the manufactured home park in compliance with the provisions of this chapter.
2. Accessory structures such as an awning, cabana, storage cabinet, carport, windbreak, deck or porch for purposes of setback requirements, shall be considered to be a part of the manufactured home.
3. There shall be an unused area not less than ten (10) feet in depth along each street or roadway and this area shall be seeded, sodded and/or landscaped, except for required walkways, driveways, or utilities.
4. There shall be an open space of at least six (6) feet between manufactured homes and their accessory buildings.

D. Maximum Height:

1. Principal Building: One and one-half stories or twenty-five (25) feet, whichever is less.
2. Accessory Building: Accessory buildings shall comply with the provisions of Chapter 31 of this Ordinance.

E. Floor Area:

1. Principal Building: Minimum: eight hundred (800) square feet.

F. Off-street automobile parking.

1. Each lot shall have off-street parking spaces for two (2) automobiles. These parking spaces shall comply with the off-street parking regulations outlined in this Chapter.
2. Each park shall maintain a hard surfaced off-street parking lot for guests of occupants in the amount of one (1) space for each four (4) sites. Each parking space shall be a minimum of

nine (9) feet by eighteen (18) feet. An exception to this requirement may be made in cases of on-site garages and adequate off-street parking stalls on individual lots.

3. Access drives from roadways to all parking spaces and sites shall be hard surfaced.
4. Parking on street shall be discouraged and, if allowed, restricted to only one side of the street. All on-street parking plans are to be approved by the City.

G. Utilities.

1. All manufactured homes shall be connected to a public water and sanitary sewer system.
2. Disposal of surface storm water shall conform to city storm water management plans and shall be approved by the City Engineer and City Council.
3. All utility connections shall be approved by the City.
4. The source of fuel for cooking, heating, or other purposes at each site shall be as approved by the City.
5. All utilities shall be underground including those for street and exterior lighting purposes. There shall be no overhead wires or supporting poles.
6. No obstruction shall be permitted that impedes the inspection of plumbing, electrical facilities, and related mobile and manufactured home equipment.
7. The manufactured home park owner shall pay all required utility connection fees to the City.

H. Internal roadways and streets.

1. Roadways shall be hard surfaced to meet the standards for at least a seven-ton street, unless the applicant can demonstrate that a lesser roadway will be feasible along with plans to keep heavy service type trucks from entering the park. All roadway surface plans are to be approved by the City Engineer and City Council.
2. All roads shall have concrete, mountable, roll type curbs and gutters.
3. All streets shall have a road bed of not less than twenty-four (24) feet in width. No parking shall be permitted on the street unless the roadbed is at least thirty-two (32) feet in width, and in this case will still be limited to one (1) side for street parking purposes.
4. All streets and ways are hereby declared public only to the extent that they shall be under the supervision and control of the police enforcement powers of the City with respect to traffic laws and such other laws as shall be applicable to public ways and places.

I. Landscaping.

1. Each individual lot shall be properly landscaped with grass or sodding. In open areas and park areas, a minimum of ten (10) trees per acre is required. Trees shall be bound and burlapped. Tree varieties and sizes proposed are subject to approval by the City.
2. A compact hedge, tree line, or landscaped area shall be installed around each manufactured home park and be maintained at all times.
3. All areas shall be landscaped in accordance with a plan approved by the City Council.

J. Recreation.

1. The owners of all manufactured home parks shall improve, for the use of occupants, at least ten percent (10%) of the park's total land area for recreational use (tennis courts, children's

play equipment, swimming pool, golf green, and the like). In lieu of land dedication for public park purposes, a cash contribution as established by City Code shall be paid to the City.

K. Shelters.

1. Each manufactured home park shall include suitable storm and disaster shelter facilities constructed to accommodate the park residents. The storm shelters must meet standards specified in the state regarding manufactured home park shelter design (Minnesota Rules Chapter 1370.0100 to 1370.0230, as amended from time to time) from the Minnesota Department of Administration Building Code and Standards Division.

L. General Regulations.

1. The owner of a manufactured home park shall be responsible for assuring that the following regulations are complied with by the park and its occupants:
 - a. All areas of the park shall be properly drained, and maintained clean and free from refuse and debris.
 - b. Distinctive design elements and/or themes common throughout the manufactured home park are strongly encouraged.
 - c. The placement of more than one (1) manufactured home on any single lot shall not be permitted.
 - d. Manufactured homes shall not be used for residential purposes if they:
 - i. Do not conform to the requirements of the Manufactured Home Code of the State of Minnesota (Minnesota Rules, Chapter 1350, as may be amended from time to time).
 - ii. Have not been issued a permit by the City Building Official. This includes additions, decks, and accessory structures over 120 square feet in area.
 - iii. Are in an unsanitary condition or have the exterior in bad repair.
 - iv. Are structurally unsound and do not protect the inhabitants against all elements.
 - v. Are not properly blocked, anchored, or utilities not properly connected.
 - e. No persons shall be allowed to reside in a park except those occupying manufactured homes on established individual sites or a central office or caretaker building.
 - f. No manufactured home may be inhabited by a greater number of occupants than that for which it was developed or allowed by state building code.
 - g. Each manufactured home shall be installed in accordance with the manufacturer's specific installation instructions, City building code requirements, and such installation plans and foundation plans prepared by a Minnesota certified engineer. All manufactured homes shall be permanently anchored to prevent uplifting due to wind.
 - h. The area beneath each manufactured home shall be enclosed with appropriate skirting material that is of compatible color and material of the manufactured home, shall not be in disrepair, and the enclosed skirting shall have access for inspection. Vinyl or aluminum that has been painted is acceptable.
 - i. No public address or loud speaker system shall be permitted in such park, unless permitted by the City Council for special or one-time uses of limited duration such as block parties or emergencies.
 - j. Outdoor storage of vehicles and other equipment shall comply with this Chapter. The

manufactured home park shall provide a secured area for storage on-site, in compliance with the specifications of this chapter.

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- k. The installation or construction of any structures or improvements within a park shall require a building permit as required by the City. All plans for such installation or construction shall meet the requirements of the Minnesota Department of Health and the City's zoning and building codes.

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M. Location.

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1. It shall be unlawful within this zoning district for any person to park any mobile or manufactured home on any street or highway, or other public place or on any tract of land owned by any person, occupied or unoccupied within the City, except as provided for in this chapter.
2. Emergency or temporary stopping or parking is permitted on any public street or highway for not longer than three (3) hours subject to any other and further prohibitions, and parking regulations or ordinances for that street or highway.
3. No person shall park or occupy any mobile or manufactured home which is situated outside of an approved manufactured home park.

N. Temporary mobile or manufactured home permits.

1. Temporary mobile or manufactured home permits may be issued by the City Council for the temporary use of a mobile or manufactured home as a temporary office when the mobile or manufactured home is located outside of an authorized manufactured home park. The City Council may establish such conditions for the mobile or manufactured home as it deems appropriate to insure the health, safety, and general welfare. Such temporary permits shall be limited to periods of not more than ninety (90) days. Upon written application, the City Council may renew such permits. A fee, established by the City Council by resolution, must accompany each application for, and renewal of, a temporary mobile or manufactured home permit. Each temporary mobile or manufactured home permit must be displayed in a conspicuous location on the outside of the mobile or manufactured home.

O. Inspection of manufactured home parks.

1. Compliance with Chapter: The City Building Official is hereby authorized and directed to make such inspections as are necessary to determine satisfactory compliance with this chapter, including the power to enter at reasonable times upon any private or public property for such purposes.
2. Registration record: The City Building Official, County Sheriff, or their duly authorized representatives, shall have the power to inspect the register containing a record of all residents of the manufactured home park.
3. Access: It shall be the duty of the park management to give the City Building Official free access to all lots, at reasonable times, for the purpose of inspection.
4. Repairs: It shall be the duty of every occupant of a manufactured home park to give the owner thereof or his/her agent or employee access to any part of such manufactured home park at reasonable times for the purpose of making such repairs or alterations as are necessary to comply with this chapter.
5. Emergency: Whenever the Zoning Administrator, after notification by the City Building Official, finds that an emergency exists which requires immediate action to protect the public health or safety, an order may be ordered, without notice of hearing, reciting the existence of such an emergency and requiring that such action be taken as deemed necessary to meet the emergency, including the suspension of the permit or license. Notwithstanding any other provisions of this chapter, such order shall be effective immediately. Any person to whom

such an order is directed shall comply therewith immediately, but upon petition to the Zoning Administrator shall be afforded a hearing before the Planning Commission as soon as possible. Pending any such hearing, such emergency orders shall be in full force and effect unless later removed, modified, or changed by the Zoning Administrator, Planning Commission, or the City Council.

P. Required illumination of the park.

1. All parks shall be furnished with lighting units so spaced and equipped with luminaries placed at such mounting heights as will provide the following average maintained levels of illumination for the safe movement of pedestrians and vehicles at night. Such illumination specifications shall be reviewed and approved by the Zoning Administrator and City Engineer.
2. All parts of the park system: 0.6 foot candle.
3. Potentially hazardous locations, such as major street intersections and steps or stepped ramps, to be individually illuminated with a minimum of 0.6 foot candle.

Q. Walkways.

1. All parks shall be provided with safe, convenient, durable and convenient to maintain, all-season pedestrian access of adequate width for intended use, between individual manufactured homes, the park streets, and all community facilities provided for park residents. Sudden changes in alignment and gradient shall be avoided.
2. A common walk system shall be provided and maintained between locations where pedestrian traffic is concentrated. Such common walks shall be a minimum of thirty-six (36) inches wide and shall be constructed adjacent to the concrete curb of all streets. Common walkways shall connect to municipal trails where feasible.
3. All manufactured homes shall be connected to common walks, to paved streets, or to paved driveways or parking spaces connecting to a paved street.

R. Service buildings and other community service buildings.

1. The requirements of this section shall apply to service buildings, recreation buildings, and other community service facilities, indoor recreation areas, and commercial areas supplying essential goods or services for the exclusive use of park occupants.
2. Structural requirements of buildings: All portions of the structure shall be properly protected from damage by ordinary uses and by decay, corrosion, insects, and other destructive elements. Exterior portions shall be of such materials and be so constructed and protected as to prevent entrance or penetration of moisture and weather.
3. Barbecue pits, outdoor fireplaces, and cooking shelters: Cooking shelters, barbecue pits, and outdoor fireplaces shall be so located, constructed, maintained, and used as to minimize fire hazards and smoke nuisance both on the property on which used and on neighboring properties, and shall comply with all appropriate ordinances, laws, or other regulations. Wood burning stoves and incinerators are not allowed.

S. Refuse handling.

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

T. Insect and rodent control.

1. Grounds, buildings, and structures: Grounds, buildings, and structures shall be maintained

free of insect and rodent harborage and infestation. Extermination methods and other measures to control insects and rodents shall conform with any requirements of the County Health Department, Minnesota Department of Health, City Council, or other duly authorized authority over such matters.

2. Parks: Parks shall be maintained free of accumulation of debris which may provide rodent harborage or breeding places for flies, mosquitoes, and other pests.
3. Storage areas: Storage areas shall be so maintained as to prevent rodent harborage. Lumber, pipe and other building material shall be stored at least one foot above ground.
4. Screens: Where the potential for insect and rodent infestation exists, all exterior openings in or beneath any structure shall be appropriately screened with wire mesh or other suitable materials.

U. Fuel supply and storage.

1. Approved natural gas piping systems shall be installed and maintained in accordance with applicable codes and regulations governing such systems. No outside or buried fuel tanks will be allowed.

V. Fire protection.

1. Litter, rubbish, and the like. Manufactured home parks shall be kept free of litter, rubbish, and other flammable material.
2. Fire extinguishers: Portable fire extinguishers rated for class A, B, and C fires shall be kept visible in services buildings and at other locations conveniently and readily accessible for use by all of the occupants and shall be maintained in good operating condition. Their capacity shall be not less than ten (10) pounds.
3. Fire hydrants: Fire hydrants shall be installed in accordance with the following requirements:
 - a. The water supply system shall permit the operation of standard City fire hydrants.
 - b. Fire hydrants shall be spaced throughout the park in such locations and to such specifications as required by the City Fire Chief and/or City Building Official.

W. Miscellaneous requirements.

1. The following are responsibilities of the manufactured home park owners:
 - a. The person to whom a license for a manufactured home park is issued shall operate the park in compliance with this chapter and shall provide adequate supervision to maintain the park, its facilities, and equipment in good repair and in a clean and sanitary condition.
 - b. The park management shall notify park occupants of all applicable provisions of this chapter and inform them of their duties and responsibilities under this chapter.
 - c. It shall be the duty of the operator of the manufactured home park to keep a register containing a record of all manufactured home owners and occupants located within the park. The register shall contain the date of arrival and departure of each manufactured home and the make, type and license number of each manufactured home. The park shall keep the register available for inspection at all times by law enforcement officers, public health officials, and other officials whose duty necessitates acquisition of the information contained in the register. The register record for each occupant registered shall not be destroyed for a period of three (3) years following the date of departure of the registrant from the park.