

## CHAPTER 14

### MOBILE HOMES AND MOBILE HOME PARKS

#### PART 1

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**PART 1**  
**REGULATIONS**

**§14-101. Definitions.**

**HEALTH AUTHORITY** — the legally designated health authority of the Township of Towanda. [Ord. 47]

**LICENSE** — written approval, in whatever form, authorizing a person to operate and maintain a mobile home park, as issued by the Township of Towanda. [Ord. 47]

**MOBILE HOME** — a transportable, single-family dwelling, which may be towed on its own running gear and which may be temporarily or permanently affixed to real estate, used for nontransient residential purposes, and constructed with the same or similar electrical, plumbing and sanitary facilities as immobile housing.

**MOBILE HOME LOT** — a parcel of land in a mobile home park, constructed with the necessary utility connections, patio and other appurtenances necessary for the erection thereon of a single mobile home and the exclusive use of its occupants.

**MOBILE HOME PARK** — a parcel of land under single ownership which has been planned or improved for the placement of mobile homes for nontransient use or any such parcel of land upon which are placed two or more mobile homes for non-transient use. [Ord. 48]

**PERSON** — any individual, firm, trust, partnership, public or private association or corporation or other entity.

**RECREATIONAL VEHICLE** — a vehicle without mobile power which may be towed on the public highways by a passenger automobile without a special hauling permit and which is designed for human occupancy under transient circumstances, such as camping, travel or other recreation, sometimes variously known as a “travel-trailer” or a “camping trailer.”

**SERVICE or RECREATIONAL BUILDING** — a structure housing operational, office, recreational, park maintenance and other facilities built to conform to required local standards.

**SEWER CONNECTION** — consists of all pipes, fittings and appurtenances from the drain outlet of the mobile home to the inlet of the corresponding sewer riser pipe.

**SEWER RISER PIPE** — that portion of the sewer lateral which extends vertically to the ground elevation and terminates at each mobile home space.

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**WATER CONNECTION** — all pipes, fittings and appurtenances from the water riser pipe to the water inlet pipe of the distribution system within the mobile home.

**WATER RISER PIPE** — that portion of the water service pipe which extends vertically to the ground elevation and terminates at a designated point at each mobile home lot.

**WATER SERVICE PIPE** — all pipes, fittings, valves and appurtenances from the water main of the park distributing system to the water outlet of the distribution system within the mobile home.

(Ord. 5, 5/7/1973, §1; as amended by Ord. 47, 7/9/2001; and by Ord. 48, 7/9/2001, §2)

### **§14-102. Permits.**

1. **Permits Required.** It shall be unlawful for any person to construct, alter or extend any mobile home park within the limits of the Township unless he holds a valid permit issued for the specific construction, alteration or extension proposed, issued by this Township hereunder.
2. **Application to the Township.** The applicant shall submit an application to the Mobile Home Officer, using a form furnished by the Mobile Home Officer, for a permit to operate a mobile home park in the Township.
3. **Inspection and Issuance of Permit.** Upon receipt of such application, the Mobile Home Officer shall forthwith inspect the applicant's plans and proposed park to determine compliance with the provisions of this Part. After favorable determination of same, said officer shall issue a mobile home permit to the applicant which shall be valid for a period of one year thereafter.
4. **Renewal Permits.** Renewal permits for a like period shall be issued by said officer upon furnishing proof by applicant that his park continues to meet the standards prescribed by this Part.
5. **Fees.** Each applicant for a renewal permit hereunder shall be accompanied by payment of an inspection fee in an amount to be established from time to time by resolution of the Board of Supervisors. In the event that the building inspector is required to perform additional or unusual service in determining said application, the costs of such additional service shall be borne by the applicant. Such charges shall be levied whether or not the application is approved.
6. **Limited Applicability to Existing Parks.** Mobile home parks in existence upon the effective date of this Part shall be required to meet only the standards of the Pennsylvania Department of Health, if any, as a prerequisite to the issuance of a permit, and all other minimum standards prescribed herein shall be applicable

only to those parks which are constructed or expanded after the effective date hereof.

(Ord. 5, 5/7/1973, §2; as amended by Ord. 3/3/1986B; and by Ord. 47, 7/9/2001)

**§14-103. Registration.**

Whenever, upon inspection of any mobile home park, it is determined that conditions or practices exist which are in violation of any provision of this Part, or of any regulation adopted pursuant thereto, the Mobile Home Officer shall give notice in writing in accordance with §14-116(1) to the person to whom the certificate was issued, advising him that unless such conditions or practices are corrected within a reasonable period of time specified in the notice, the license to operate in the Township shall be suspended. At the end of such period, such mobile home park shall be inspected and, if such conditions or practices have not been corrected as provided in §14-116(2), the Mobile Home Officer shall suspend the license and give notice in writing of such suspension to the person to whom the certificate is issued.

(Ord. 5, 5/7/1973, §3; as amended by Ord. 47, 7/9/2001)

**§14-104. Inspection of Mobile Home Parks.**

1. Inspections. A representative of the Township may inspect a mobile home park at reasonable intervals and at reasonable times to determine compliance with this Part.
2. Inspector. The Mobile Home Officer is hereby designated as the person to make such inspections. Another or additional inspector may also be authorized to make inspections or additional inspections at the discretion of the Township.
3. Authorization to Act. The Mobile Home Officer may, in his discretion, give notice for violations of this Part and issue notice thereof, without express authority from the Township in each instance.

(Ord. 5, 5/7/1973, §4)

**§14-105. Park Construction Requirements.**

1. Minimum Park Area. A mobile home park shall have a gross area of at least five contiguous acres of land.
2. Site Location. The location of all mobile home parks shall comply with the following minimum requirements.

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- A. Free from adverse influence by swamps, marshes, garbage or rubbish disposal area or other potential breeding places for insects or rodents.
  - B. Not subject to flooding.
  - C. Not subject to any hazard or nuisance, such as excessive noise, vibration, smoke, toxic matter, radiation, heat, odor or glare.
3. Site Drainage Requirements.
- A. The ground surface in all parts of every park shall be graded and equipped to drain all surface water in a safe, efficient matter.
  - B. Surface water collectors and other bodies of standing water capable of breeding mosquitoes and other insects shall be eliminated or controlled in a manner approved by the Pennsylvania Department of Health.
  - C. Waste water from any plumbing fixture or sanitary sewer line shall not be deposited upon the ground surface in any part of a mobile home park.
4. Soil and Ground Cover Requirements.
- A. Exposed ground surfaces in all parts of every park shall be paved or covered with stone screenings, or other solid material, or protected with a vegetative growth that is capable of preventing soil erosion and the emanation of dust during dry weather.
  - B. Park grounds shall be maintained free of vegetation growth which is poisonous or which may harbor rodents, insects or other pests harmful to man.
5. Park Areas for Nonresidential Uses.
- A. No part of any park shall be used for nonresidential purposes, except such uses that are required for the direct servicing and well being of park residents and for the management and maintenance of the park.
  - B. Nothing contained in this Section shall be deemed as prohibiting the sale of a mobile home located on a mobile home lot and connected to utilities.
6. Required Setbacks, Buffer Strips and Screening.
- A. All mobile homes shall be located at least 20 feet from any park property boundary line abutting upon a public street or highway and at least 10 feet from other park property boundary lines.
  - B. There shall be a minimum distance of 10 feet between an individual mobile home, including accessory structures attached thereto, and adjoining pave-

ment of a park street, or common parking area or other common areas and structures.

7. Erection and Placement of Mobile Homes.

- A. Mobile homes shall be separated from each other and from other buildings and structures by at least 15 feet on all sides.
- B. An enclosure of compatible design and material shall be erected around the entire base of each mobile home. Such enclosure shall provide sufficient ventilation to inhibit decay and deterioration of the structure.

8. Park Street System.

- A. General Requirements. A safe and convenient vehicular access shall be provided from abutting public streets or roads.
- B. Access. The entrance road or area connecting the park with a public street or road shall have a minimum pavement width of 34 feet.
- C. Internal Streets. Surfaced roadways shall be of adequate width to accommodate anticipated traffic, and in any case, shall meet the following minimum requirements:
  - (1) Where parking is permitted on both sides, a minimum width of 34 feet will be required.
  - (2) A minimum road pavement width of 28 feet will be required where parking is limited to one side.
  - (3) Dead end streets shall be provided at the closed end with a turnaround having an outside roadway diameter of at least 60 feet.
- D. Required Illumination of Park Street Systems. All parks shall be furnished with lighting units so spaced and equipped with luminaries placed at such mounting heights as will provide average levels of illumination for the safe movement of pedestrians and vehicles at night.
- E. Street Construction and Design Standards.
  - (1) Streets. All streets shall be surfaced in accordance with the Township specifications applicable to streets in conventional residential development.
  - (2) Grades. Grades of all streets shall be sufficient to insure adequate surface drainage, but shall be not more than 8%. Short runs with a maximum grade of 15% may be permitted; provided, traffic safety is assured by appropriate surfacing and adequate leveling areas.

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- (3) A plan of the streets shall be provided with the application for the park permit.
9. Off-Street Parking Areas. Off-street parking for at least one motor vehicle shall be provided at each mobile home lot and off-street parking areas for additional vehicles of park occupants and guests shall be provided where street rights-of-way are of insufficient width for such purposes.
10. Walks.
  - A. General Requirements. All parks may provide safe, convenient, all-season pedestrian access of adequate width for intended use, durable and convenient to maintain, between individual mobile homes, the park streets and all community facilities provided for park residents. Sudden changes in alignment and gradient shall be avoided.
  - B. Common Walk System. Where pedestrian traffic is concentrated and a common walk system is provided, such common walks shall have a minimum width of 3 1/2 feet.
  - C. Individual Walks. All mobile home lots shall be connected to common walks, or to streets, or to driveways or parking spaces connecting to a paved street. Such individual walks shall have a minimum width of two feet.
11. Construction of Mobile Home Lots.
  - A. Mobile home lots within the park shall have an average gross area of 8,000 square feet; if a portion of the park is designed for the transient accommodation of recreational vehicles, lots constructed for this purpose shall have an average gross area of not less than 1,000 square feet. [Ord. 47]
  - B. The total number of lots in a park shall not exceed an average density of seven per acre.
  - C. Each mobile home lot shall be improved to provide an adequate foundation for the placement of the mobile home and in such position as to allow a minimum of 10 feet between the mobile home and the right-of-way of the park street which serves that lot.
12. Recreational Area. A recreational area, or areas, with suitable facilities shall be maintained within the park for the use of all park residents.

(Ord. 5, 5/7/1973, §5; as amended by Ord. 47, 7/9/2001)



**§14-106. Water Supply.**

1. General Requirements. An adequate supply of water shall be provided for mobile homes, service buildings and other accessory facilities as required by this Part. Where a public water supply system of satisfactory quantity, quality and pressure is available, connection shall be made hereto and its supply shall be used exclusively. Where a satisfactory public water system is not available, the development of a private water supply system shall be approved by the Pennsylvania Department of Environmental Protection or other authorities having jurisdiction. [Ord. 47]
2. Source of Supply.
  - A. The water supply shall be capable of supplying a minimum of 150 gallons per day per mobile home.
  - B. The well or suction line of the water supply system shall be located and constructed in such a manner that neither underground nor surface contamination will reach the water supply from any source.
  - C. No well-castings, pumps, pumping machinery or suction pipes shall be placed in any pit, room or space extending below ground level, nor in any room or space above ground which is walled in or otherwise enclosed, unless such rooms, whether above or below ground, have free drainage by gravity to the surface of the ground.
  - D. Water supply treatment, if necessary, shall be in accordance with the requirements of the Pennsylvania Department of Environmental Protection. [Ord. 47]
3. Water Storage Facilities. All water storage reservoirs shall be covered, watertight and constructed of impervious material. Overflows and vents of such reservoirs shall be effectively screened. Manholes shall be constructed with overlapping covers, so as to prevent the entrance of contaminated material. Reservoir overflow pipes shall discharge through an acceptable air gap.
4. Water Distribution System.
  - A. All water piping, fixtures and other equipment shall be constructed and maintained in accordance with State and local regulations.
  - B. The water piping system shall not be connected with nonpotable or questionable water supplies and shall be protected against the hazards of back-flow or back-siphonage.
  - C. The system shall be so designed and maintained as to provide a pressure of not less than 20 pounds per square inch, under normal operating conditions at service buildings and other locations requiring potable water supply.

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5. Individual Water-Riser Pipes and Connections.
  - A. Individual water-riser pipes shall be located within the confined area of the mobile home stand at a point where the water connection will approximate a vertical position thereby insuring the shortest water connection possible and decreasing susceptibility to water pipe freezing.
  - B. The water-riser pipe shall have a minimum inside diameter of 1/2 inch and terminate a least four inches above the ground surface. The water outlet shall be provided with a cap when a mobile home does not occupy the lot.
  - C. Adequate provisions shall be made to prevent freezing of service lines, valves and riser pipe and to protect risers from heaving and thawing actions of ground during freezing weather. Surface drainage shall be diverted from the location of the riser pipe.
  - D. A shut-off valve below the frost line shall be provided near the water-riser pipe on each mobile home lot. Underground stop-and-waste-valves are prohibited unless their type of manufacturer and their method of installation are approved.

(Ord. 5, 5/7/1973, §6; as amended by Ord. 47, 7/9/2001)

### **§14-107. Sewage Disposal.**

1. General Requirements. An adequate and safe sewerage system shall be provided in all parks for conveying and disposing of sewage from mobile homes, service buildings and other accessory facilities. Such system shall be designed, constructed and maintained in accordance with the Pennsylvania Department of Environmental Protection or local health regulations. [Ord. 47]
2. Individual Sewer Connections.
  - A. Each mobile home lot shall be provided with at least a three inch diameter sewer riser pipe. The sewer riser pipe shall be so located on each stand that the sewer connection to the mobile home drain outlet will approximate a vertical position.
  - B. The sewer connection (see definition) shall have a nominal inside diameter of not less than three inches and the slope of any portion thereof shall be at least 1/4 inch per foot. All joints shall be watertight.
  - C. All materials used for sewer connections shall be semi-rigid, corrosive resistant, nonabsorbent and durable. The inner surface shall be smooth.

- D. Provision shall be made for plugging the sewer riser pipe when a mobile home does not occupy the lot. Surface drainage shall be diverted away from the riser. The rim of the riser pipe shall extend at least 1/2 inch above ground elevation.
- 3. Sewer Lines. All sewer lines shall be located in trenches of sufficient depth to be free of breakage from traffic or other movements and shall be separated from the park water supply system. All sewer lines shall be constructed of approved materials by the Pennsylvania Department of Environmental Protection and shall have watertight joints. [Ord. 47]
- 4. Sewage Treatment and/or Discharge. Where the sewer lines of the mobile home park are not connected to a public sewer, all proposed sewage disposal facilities shall be approved by the Pennsylvania Department of Environmental Protection prior to construction. [Ord. 47]

(Ord. 5, 5/7/1973, §7; as amended by Ord. 47, 7/9/2001)

**§14-108. Electrical Distribution System.**

- 1. General Requirements. Every park shall contain an electrical wiring system consisting of wiring, fixtures, equipment and appurtenances which shall be installed and maintained in accordance with local electric power company's specifications regulating such systems.
- 2. Power Distribution Lines.
  - A. Main power lines not located underground shall be suspended at least 18 feet above the ground. There shall be a minimum horizontal clearance of three feet between overhead wiring and any mobile home, service building or other structure.
  - B. All direct burial conductors or cable shall be buried at least 18 inches below the ground surface and shall be insulated and specially designed for the purpose. Such conductors shall be located not less than one foot radial distance from water, sewer, gas or communication lines.
- 3. Individual Electrical Connections. Each mobile home lot shall be provided with an approved disconnecting device and over current protective equipment. The minimum service per outlet shall be 120/240 volts AC. 100 amperes.
- 4. Required Grounding. All exposed noncurrent carrying metal parts of mobile homes and all other equipment shall be grounded by means of an approved grounding conductor run with branch circuit conductors of other approved method of grounded metallic wiring. The neutral conductors shall not be used as an equipment ground for mobile homes or other equipment.

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(Ord. 5, 5/7/1973, §8)

### **§14-109. Service Buildings and Other Community Service Facilities.**

1. Applicability. The requirements of this Section shall apply to service buildings, recreation buildings and other community service facilities when constructed such as:
  - A. Management offices, repair shops and storage areas.
  - B. Laundry facilities.
  - C. Indoor recreation areas.
  - D. Commercial uses supplying essential goods or services for the exclusive use of park occupants.
2. Structural Requirements for Buildings.
  - A. All portions of the structure shall be properly protected from damage by ordinary uses and by decay, corrosion, termites 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.
  - B. All rooms containing laundry facilities shall:
    - (1) Have sound resistant walls extending to the ceiling between male and female sanitary facilities. Walls and partitions in lavatories and other plumbing fixtures shall be constructed of dense, nonabsorbent, water proof material or covered with moisture-resistant material.
    - (2) Have at least one window or skylight facing directly to the outdoors. The minimum aggregate gross area of windows for each required room shall be not less than 10% of the floor area served by them.
    - (3) Have at least one window which can be easily opened or a mechanical device which will adequately ventilate the room.
  - C. Toilets shall be located in separate compartments equipped with self-closing doors.

(Ord. 5, 5/7/1973, §9)

**§14-110. Refuse Handling.**

The storage, collection and disposal of refuse in the mobile home park shall be so conducted as to create no health hazards, rodent harborage, insect breeding areas, accident or fire hazards or air pollution and shall comply with the Pennsylvania Department of Environmental Protection regulations governing mobile home parks.

(Ord. 5, 5/7/1973, §10; as amended by Ord. 47, 7/9/2001)

**§14-111. Insect and Rodent Control.**

Grounds, buildings and structures shall be maintained free of insect and rodent harborage and infestation.

(Ord. 5, 5/7/1973, §11; as amended by Ord. 47, 7/9/2001)

**§14-112. Fuel Supply and Storage.**

1. Natural Gas System.

- A. Natural gas piping systems when installed in mobile home parks shall be maintained in conformity with accepted engineering practices.
- B. Each mobile home lot provided with piped gas shall have an approved shut-off valve installed upstream of the gas outlet. The outlet shall be equipped with an approved cap to prevent accidental discharge of gas when the outlet is not in use.

2. Liquified Petroleum Gas Systems.

- A. Liquified petroleum gas systems provided for mobile homes, service buildings or other structures when installed shall be maintained in conformity with the rules and regulations of the authority having jurisdiction and shall include the following:
  - (1) Systems shall be provided with safety devices to relieve excessive pressures and shall be arranged so that the discharge terminates at a safe location.
  - (2) Systems shall have at least one accessible means for shutting off gas. Such means shall be located outside the mobile home and shall be maintained in effective operating condition.
  - (3) All LPG piping outside of the mobile homes shall be well supported and protected against mechanical injury. Undiluted liquified petro-

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leum gas in liquid form shall not be conveyed through piping equipment and systems in mobile homes.

- (4) Vessels of more than 12 and less than 60 U.S. gallons gross capacity may be securely but not permanently fastened to prevent accidental overturning.
- (5) No LPG vessel shall be stored or located inside or beneath any storage cabinet, carport, mobile home or any other structure unless such installations are specially approved by the authority having jurisdiction.

### 3. Fuel Oil Supply Systems.

- A. All fuel oil supply systems provided for mobile homes, service buildings and other structures shall be installed and maintained in conformity with the rules and regulations of the authority having jurisdiction when provided.
- B. All piping from outside fuel storage tanks or cylinders to mobile homes shall be securely, but not permanently, fastened in place.
- C. All fuel oil supply systems provided for mobile homes, service buildings and other structures shall have shutoff valves located within five inches of storage tanks.
- D. All fuel storage tanks or cylinders shall be securely placed and shall not be less than five feet from any mobile home exit.
- E. Storage tanks located in areas subject to traffic shall be protected against physical damage.

(Ord. 5, 5/7/1973, §12)

### **§14-113. Fire Protection.**

1. Local Regulations. The mobile home park areas shall be subject to the rules and regulations of the Township fire prevention authority, where provided.
2. Litter Control. Mobile home park areas shall be kept free of litter, rubbish and other flammable materials.
3. Fire Extinguishers. Portable fire extinguishers of a type approved by the fire prevention authority shall be kept in public service buildings under park control and a sufficient number shall be maintained throughout the park in readily accessible and well-marked positions.
4. Fire Hydrants.

- A. Fire hydrants shall be installed if their water supply source is capable to serve them in accordance with the following requirements:
  - (1) The water supply source shall permit the operation of a minimum of 2 1/2 inch hose stream.
  - (2) Each of two nozzles, held four feet above the ground, shall deliver at least 75 gallons of water per minute at a flowing pressure of at least 30 pounds per square inch at the highest point of the park.
- B. Fire hydrants, if provided, shall be located within 600 feet of any mobile home, service building or other structure in the park and shall be installed in accordance with Township specifications.

(Ord. 5, 5/7/1973, §13)

**§14-114. Erection of Single Mobile Homes.**

- 1. Installation Requirements. If the mobile home is erected and maintained as a single family dwelling house outside a mobile home park, the following requirements shall be met:
  - A. The tract upon which the mobile home is installed shall conform with the minimum lot size requirement of the district or zone where located, or if there is no such requirement, then the tract shall consist of at least 15,000 square feet, if public water and sewer are not available, or 8,000 square feet if such services are available at the lot.
  - B. The mobile home shall be installed so as to conform with all front yard, side yard and rear yard set back lines applicable to immobile housing in that district or zone, if any. Otherwise, the mobile home shall be installed at least 10 feet from all property lines. [Ord. 47]
  - C. The mobile home shall be installed upon and securely fastened to a frost-free foundation or footer and in no event shall it be erected on jacks, loose blocks or other temporary materials.
  - D. An enclosure of compatible design and material shall be erected around the entire base of the mobile home. Such enclosure shall provide sufficient ventilation to inhibit decay and deterioration of the structure.
  - E. The mobile home shall be connected to public water and sewer systems, if available. If not, the owner shall provide a potable water supply from his own or an adjacent well and shall provide a septic system that shall meet the standards of the local health department, and/or the Pennsylvania Department of Environmental Protection. [Ord. 47]

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- F. The tract shall be attractively maintained.
  - G. Any garage, utility shed or other out building constructed on the tract shall conform with the standards applicable to such structures as contained in the Township Building Ordinance and/or Zoning Ordinance, if any. In the absence of such ordinances, any garage or utility shed or other out-building shall be of design and appearance compatible with the mobile home.
  - H. Any single onlot mobile home shall meet the specifications for manufacture of mobile homes as set forth in the United States Standards Institute Standards for Mobile Homes, USA Standard A 119.1-1969, NFPA No. 501B-1968, and any subsequent modification or amendment of such standards.
- 2. Mobile Home Permit. No mobile home shall be erected on a single lot unless a mobile home permit is first obtained from the Secretary of the Township. The cost of the mobile home permit shall be in an amount to be established, from time to time, by resolution of the Board of Supervisors and shall be made payable to the Township. [Ord. 47]
  - 3. Recreational Vehicles. No recreational vehicle shall be erected and maintained for living purposes in the Township except in a duly licensed mobile home park. Unoccupied recreational vehicles may be parked or stored in a private garage, carport or rear or side yard, but same shall not be stored or parked on a public street or in the front yard of a residential dwelling.

(Ord. 5, 5/7/1973, §14; as amended by Ord. 47, 7/9/2001)

### **§14-115. Miscellaneous Requirements.**

- 1. Responsibilities of the Park Management.
  - A. The person to whom a license for a mobile home park is issued shall operate the park in compliance with this Part 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 supervise the placement of each mobile home on its mobile home lot which includes securing its stability and installing all utility connections.
  - C. The park management shall give the health officer free access to all mobile home lots, service buildings and other community service facilities for the purpose of inspection.
  - D. The management shall maintain a register containing the names of all park occupants. Such register shall be available to any authorized person inspecting the park. The management shall notify the appropriate officer, in accor-



dance with State and local taxation laws, of the arrival and departure of each mobile home.

2. **Removal of Mobile Homes.** No mobile home, whether installed on a single lot or in a mobile home park, shall be removed from the Township without first obtaining a permit from the Township tax collector, as required by §407(e) of the General County Assessment Law, 72 P.S. §5020-407(e). Such permit shall be issued upon payment of a fee of \$2 and real estate taxes assessed against the home and unpaid at time the permit is requested.

(Ord. 5, 5/7/1973, §15; as amended by Ord. 47, 7/9/2001)

### **§14-116. Notices, Hearings and Orders.**

1. **Notice of Violation.** Whenever the mobile home officer determines that there are reasonable grounds to believe that there has been a violation of any provision of this Part, or of any regulation adopted pursuant thereto, such authority shall give notice of such alleged violation to the person to whom the permit of certificate was issued, as hereinafter provided. Such notice shall (A) be in writing; (B) include a statement of the reasons for its issuance; (C) allow a reasonable time for the performance of any act it requires; (D) be served upon the owner or his agent as the case may require; provided, however, that such notice or order shall be deemed to have been properly served upon such owner or agent when a copy thereof has been served with such notice by any other method authorized or required by the laws of this State; (E) contain an outline or remedial action which, if taken, will effect compliance with the provisions of this Part, or any part thereof, and with the regulations adopted pursuant thereto.
2. **Hearing.** Any person affected by any notice which has been issued in connection with the enforcement of any provision of this Part, or of any regulation adopted pursuant thereto, may request and shall be granted a hearing on the matter before the Board of Supervisors of the Township; provided, that such person shall file in the office of the Board of Supervisors a written petition requesting such hearing and setting forth a brief statement of the grounds therefore within 10 days after the notice was served. The filing of the request for a hearing shall operate as a stay of the notice and the suspension. Upon receipt of such petition, the Mobile Home Officer shall set a time and place for such hearing and shall give the petitioner written notice thereof. At such hearing the petitioner shall be given an opportunity to be heard and to show why such notice should be modified or withdrawn. The hearing shall be commenced not later than 10 days after the day on which the petition was filed; provided, that upon application of the petitioner, the Mobile Home Officer may postpone the date of the hearing for a reasonable time beyond the 10 day period when in his judgment the petitioner has submitted good and sufficient reasons for such postponement.
3. **Findings and Order.** After such hearing the Mobile Home Officer shall make findings as to compliance with the provisions of this Part and regulations issued

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thereunder and shall issue an order in writing sustaining, modifying or withdrawing the notice which shall be served as provided in subsection (1), above. Upon failure to comply with any order sustaining or modifying a notice, the license of the Mobile Home Park affected by the order shall be revoked.

4. Record; Appeal. The proceedings at such hearing, including the findings and decision of the Board of Supervisors and, together with a copy of every notice and order related thereto, shall be entered as a matter of public record in the office of the Board of Supervisors but the transcript of the proceedings need not be transcribed unless judicial review of the decision is sought as provided by this Section. Any person aggrieved by the decision of the Board of Supervisors may seek relief therefrom in any court of competent jurisdiction, as provided by the laws of this Commonwealth.

(Ord. 5, 5/7/1973, §16)

### **§14-117. Penalties.**

1. Summary Offense. Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof in an action brought before a district justice in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this Part continues or each Section of this Part which shall be found to have been violated shall constitute a separate offense. [Ord. 47]
2. Revocation or Suspension of Permit. Upon repeated violations by the same permittee, his right to the issuance of a permit, or to continue operation under a permit, may be suspended for a fixed term, or permanently revoked, after notice and hearing by the Board of Supervisors of the Township subject to the right of appeal to the Bradford County Common Pleas Court in accordance with the laws of the Commonwealth of Pennsylvania.

(Ord. 5, 5/7/1973, §17; as amended by Ord. 47, 7/9/2001)