

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

- County
- City of STAMFORD
- Town
- Village

Local Law No. 1 of the year 20 08

A local law MANUFACTURED/MOBILE HOME AND PARK,
(insert Title)
RECREATIONAL VEHICLE AND CAMPGROUND

Be it enacted by the TOWN BOARD of the
(Name of Legislative Body)

- County
- City of STAMFORD as follows:
- Town
- Village

SEE THE ATTACHED

(If additional space is needed, attach pages the same size as this sheet, and number each.)

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. 1 of 20 08 of the (County)(City)(Town)(Village) of STAMFORD was duly passed by the TOWN BOARD on AUG. 13, 20 08, in accordance with the applicable (Name of Legislative Body) provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 _____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20 _____, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the _____ and was deemed duly adopted (Elective Chief Executive Officer*) on _____ 20 _____, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 _____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20 _____, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the _____ on _____ 20 _____ (Elective Chief Executive Officer*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general) (special)(annual) election held on _____ 20 _____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 _____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20 _____, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the _____ on _____ 20 _____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20 _____, in accordance with the applicable provisions of law.

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 _____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20 _____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20 _____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20 _____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1 _____, above.

David A. Rant

Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: 8/14/08

(Seal)

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized attorney of locality.)

STATE OF NEW YORK
COUNTY OF Orange

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

Samuel M. ...

Signature Sam A Hervey

Title _____

County _____
City of Town of Stamford
Town _____
Village _____

Date: 8/18/08

**MANUFACTURED / MOBILE HOME
AND PARK, RECREATIONAL VEHICLE
AND CAMPGROUND**

LOCAL LAW NO. 1 OF 2008

TOWN OF STAMFORD, NEW YORK

Section I. Title

This Local Law shall be known as "**Manufactured / Mobile Home and Park, Recreational Vehicle and Campground Local Law No. 1 of 2008 of the Town of Stamford, Delaware County, New York**"

Section II. Purpose

It is the purpose of this Local Law to promote health, safety, convenience, economy, amenity and the general welfare of the inhabitants of the Town of Stamford by the more efficient regulation of manufactured/mobile home parks. This will be done by enforcing minimum standards, including provisions for sewage disposal, water supply, garbage removal, traffic control and safety, inspection of facilities and other actions deemed necessary for said purpose.

Section III. Terms and Definitions

A) General Terms. For the purpose of this Local Law, words and terms used herein shall be interpreted as follows:

- 1) Words used in the present tense include the future;
- 2) The singular includes the plural;
- 3) The "person" includes a corporation, partnership, and associations as well as the individual;
- 4) The term "shall" is always mandatory;
- 5) The term "may" is permissive;
- 6) The term "used" shall be interpreted to include the term "designated or intended to be used."

Any word or term not defined herein shall be used with a meaning of standard usage.

B) Definitions.

- 1) Accessory Structure: Any structure, attached or detached, which is subordinate to and which use is incidental to the use of the principal building on the same lot.
- 2) Building Permit: A permit issued by the Building Code Enforcement Officer.
- 3) Camp Ground: Any parcel of land which is planned and improved for the placement of two (2) or more travel trailers, recreational vehicles or tents which are used as temporary living quarters and for occupancy of not more than ninety (90) consecutive days.
- 4) Camp Site: A parcel of land, located in a camp ground, for location of one (1) travel trailer, recreational vehicle, tent or other camping equipment.
- 5) Code Enforcement Officer (also CEO): The Town of Stamford Building Inspector or other person designated and appointed as enforcement officer by the Town Board to enforce the provisions of the Local Law.

- 6) Manufactured/Mobile Home: A dwelling which is factory-built in accordance with the National Manufactured Housing Construction and Safety Standards Act of 1974(42U.S.C.Section 5401) and which is transportable in one (1) or more sections, is affixed to a chassis with axles and wheels, and designed to be placed on a permanent or temporary foundation, and is registered as a manufactured home under S122-c of the New York State Vehicle and Traffic Law. (See also motor Home).
- 7) Manufactured/Mobile Home Park: A parcel of land under one ownership or management which has been planned and improved for placement of at least three (3) manufactured/mobile homes for non-transient use.
- 8) Manufactured/Mobile Home Park Lot (Lot): A designated parcel within a manufactured /mobile home park for the exclusive use of the occupants of a single manufactured/mobile home.
- 9) Manufactured/Mobile Home Park Operator: The owner or manager of a manufactured/mobile home park who is responsible for the maintenance and operation of the park.
- 10) Manufactured/Mobile Home Site: A part of manufactured/mobile home park lot that has been reserved for the placement of the manufactured/mobile home, appurtenant structures and/or additions.
- 11) Motor Home: A dwelling designed for temporary residence, mounted on a self-propelled chassis, designed for travel over roads and highways. Units may be self contained or designed for temporary connection to electric, water or sewer age utilities.
- 12) Planning Board: The Stamford Town Planning Board.
- 13) Travel Trailer: A dwelling designed and used for temporary residence, mounted on a chassis, designed to be either mounted on a truck bed for travel over roads and highways. Units may be self contained or designed for temporary connection to electric, water or sewerage utilities. See also "motor home".
- 14) Recreational Vehicle: A mobile recreational unit, including travel trailer, pickup, camper, converted bus, tent trailer, tent or similar device used for temporary portable housing.

Section IV. Permits Required

- A) **General**: No person, being the owner or occupant of any land within the town of Stamford, shall use or permit the use of such land as a manufactured/mobile home park without first obtaining a permit herein after provided. No park permit shall be required of the owner of a manufactured/mobile home who maintains such home in a manufactured/mobile home park for which a valid permit has been issued; however, permittee shall be subject to existing Town of Stamford and New York State building codes. None of the provisions of this Local Law shall apply to those existing

manufactured/mobile home parks until such time manufactured/mobile home park is enlarged, extended, reconstructed, replaced or moved.

- B) Application for Permit. Applications are available in the Town Clerk's Office. The applicant shall complete the application and submit the same along with the required fee to the Town Clerk.
- C) Individual manufactured/mobile homeowners shall be subject to existing Town of Stamford and New York State building codes.
- D) Site Plan / Map Submission Requirements by Proposed Park Owner Applicant
 - 1) The site plan shall include the following data, details, and supporting plans. The number of pages submitted will depend on the proposal's size and complexity. All of the requirements must be met in each plan. Where the Planning Board finds that compliance with this Law would cause unusual hardship or extraordinary difficulties because of exceptional and unique conditions of topography, access, location, shape, size, drainage, or other physical features of the site, the minimum requirements of the Law may be modified to mitigate the hardship, provided that the public interest is protected and the development is in keeping with the general spirit and intent of this Law, Subdivision Regulations, the Official Map, Zoning Ordinance, or the Comprehensive Plan, as such exists
 - 2) Site plans shall be prepared by a licensed professional surveyor, registered professional engineer, registered architect, or landscape architect at a scale of one (1) inch equals forty feet (40') or less, on standard 24" x 36" sheets, with continuation on 8 1/2" x 11" sheets as necessary for written information.
 - 3) A map of proposed park with roads / streets identified and consecutively numbered lots, approved by the Planning Board, shall be filed with the fire department / emergency services of the jurisdiction.

E) Additional Submission Requirements by Proposed Park Owner Applicant

- 1) Name of the project, boundaries, and location maps showing site's location in the town, date, north arrow and scale of the plan.
- 2) Name and address of the owner of record, developer, and seal of the surveyor, engineer, architect or landscape architect.
- 3) Names and addresses of all owners of record of abutting parcels and those within five hundred feet (500') of the property line.
- 4) All existing lot lines, easements, and rights-of-way. Include area in acres or square feet, abutting land uses, and the location and use of structures within three hundred feet (300') of the boundaries of the park.
- 5) The location and use of all existing and proposed buildings and structures within the development. Include all dimensions of height and floor area, and show all exterior entrances, and all anticipated future additions and alterations.

- 6) The location of all present and proposed public and private ways, parking area, driveways, sidewalks, ramps, curbs, fences, paths, landscaping, and walls. Location, type, and screening details for all waste disposal containers shall also be shown.
- 7) The location, height, intensity, and bulb type (e.g., fluorescent, sodium incandescent) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjoining properties and roads must also be shown.
- 8) The location, height, size, materials, and design of all proposed signage.
- 9) The location of all present and proposed utility systems including:
 - a) sewage or septic system;
 - b) water supply system;
 - c) telephone, cable and electrical systems; and
 - d) storm drainage system including existing and proposed drain lines, culverts, catch basins, head-walls, endwalls, hydrants, manholes, and drainage swales.
- 10) Soil logs, soil profile analysis (deep test pits), percolation tests and storm water run-off calculations
- 11) Plans to prevent the pollution of surface or ground-water, erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as applicable.
- 12) Existing and proposed topography at a five-foot (5') contour interval, or at an interval as determined by the Planning Board. All elevations shall refer to the nearest United States Coastal and Geodetic Survey Bench Mark. If any portion of the parcel is within the 100-year flood plain, the area will be shown, and base flood elevations given. Indicate areas within the proposed site and within fifty feet (50') of the proposed site, where ground removal or filling is required, and give its approximate volume in cubic yards.
- 13) A landscape plan showing all existing natural land features, trees, forest cover and water sources, and all proposed changes to these features including size and type of plant material, and erosion control measures. Water sources will include ponds, lakes, brooks, streams, wetlands, floodplains, and drainage retention areas.
- 14) Traffic flow patterns within the site, entrances and exits, loading and unloading area, curb cuts in the park and within one hundred feet (100') of the park.
- 15) The Planning Board shall require a detailed traffic study and plan for large developments or for those in heavy traffic areas to include:
 - a) the projected number of motor vehicle trips to enter or leave the park, estimated for daily and peak hour traffic level;
 - b) the projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the park.

- c) the impact of this traffic upon existing abutting public and private ways in relation to existing traffic volumes. Existing and proposed daily and peak hour traffic levels as well as road loading levels shall also be given.
- 16) For new construction or alterations to any existing building, a table containing the following information must be included:
 - a) area of building to be used for a particular use such as retail operation, office, storage, etc.;
 - b) maximum number of employees;
 - c) maximum seating capacity, where applicable; and
 - d) number of parking spaces existing and required for the intended use.
 - 17) Elevation plans at a scale of 1/4" = 1' for all exterior facades of the proposed structure(s) and/or existing facades, plus addition(s) showing design features and indicating the type and color of materials to be used. The color and materials used should be compatible with existing structures.
 - 18) An Environmental Assessment Form (either a short or long form, depending upon the nature of the proposal) shall be submitted with the site plan to insure compliance with the New York State Environmental Quality Review Act (6 NYCRR 617), to identify the potential environmental, social, and economic impacts of the project.

F) Fees.

Application Fee: The individual manufactured/mobile home park applicant, at the time of application, shall be required to pay to the Town Clerk an application fee of \$750, plus \$100 per site.

G) Issuing of Permits.

1) Existing Parks

- a) The owner or operator of any manufactured/mobile home park existing prior to the effective date of this Local Law shall have ninety (90) days to register the park with the Town Clerk. A new manufactured / mobile home park permit is not required until such time as the manufactured/mobile home park is enlarged, extended, reconstructed, replaced or moved.
- b) Existing manufactured / mobile home parks and manufactured / mobile homes are subject to yearly safety inspection by the Town Building Inspector.

2) New Parks

- a) Planning Board Review. The Planning Board shall review the park plan application for a manufactured/mobile home park for compliance with this Local Law and other applicable laws, ordinances and regulations of the town, county and state. The Planning Board, in writing, shall notify the applicant, Town Clerk, and the CEO of its decision.
- b) Permits. Upon receipt of all applicable approvals and permits from the Planning Board, the New York State Department of Health, New York State De-

partment of Environmental Conservation, New York City Department of Environmental Protection and any other involved agency, the CEO shall issue a Manufactured/Mobile Home Park Permit.

- c) **Plan Change.** Any modification to an existing or approved Park Plan shall be reviewed by the Planning Board and may require the issuance of a new permit. The procedure outlined in B), C), D), E) of this Section shall apply.
- d) **Revocation of Permit.** If the Code Enforcement Officer, upon inspection, finds that such manufactured / mobile home park is not being maintained in accordance with this Local Law, the State Sanitary Code, as amended, the New York State Uniform Fire Prevention and Building Code, or the conditioned requirements of the permit, she / he shall serve upon the holder of the permit thereof or the person in charge of such manufactured / mobile home park an initial order in writing directing that the conditions therein specified be corrected within thirty (30) days shall after the serving of such order. The Town Health Officer may also serve such order if findings of inspection are not satisfactory with regard to the Sate Sanitary Code, as amended. If, after the expiration of such period, such conditions are not corrected, the manufactured / mobile park owner or the person in charge of such home or park shall be considered in violation of this Local Law and subject to the penalties as set forth in Section XV. Penalties.

Section V. Site Plan Approval Process

- A) The approval process shall be done in coordination with the State Environmental Quality Review Act. Article Eight of the Environmental Conservation Law and its implementing regulations.
- B) A site plan application shall not be considered complete until a negative declaration has been filed or until a notice of completion of the draft environmental impact statement has been filed in accordance with the provisions of the State Environmental Quality Review Act. The time periods for review of a site plan application, by the Planning Board, shall begin upon filing of such negative declaration or such notice of completion.
- C) Planning Board shall be lead agency under the State Environmental Quality Review Act, public hearing; notice; decision.
- D) **Public hearing on site plans.** The time within which the Planning Board shall hold a public hearing on the site plan shall be coordinated with any hearings the Planning Board may schedule pursuant to the State Environmental Quality Review Act, as follows:
 - 1) If the Board determines that the preparation of an environmental impact statement on the site plan is not required, the public hearing on the site plan shall be held within sixty-two days after the receipt of a complete site plan application by the clerk of the Planning Board; or
 - 2) If the Board determines that an environmental impact statement is required, and a public hearing on the draft environmental impact statement is held, the public hearing on the site plan and the draft environmental impact statement

shall be held jointly within sixty-two days after the filing of the notice of completion of the draft environmental impact statement in accordance with the provisions of the State Environmental Quality Review Act. If no public hearing is held on the draft environmental impact statement, the public hearing on the site plan shall be held within sixty-two days of filing the notice of completion.

- 3) Public hearing; notice, length. The hearing on the site plan shall be advertised at least once in a newspaper of general circulation in the town. The advertisement shall appear at least ten (10) days before the hearing if no hearing is held on the draft environmental impact statement, or twenty (20) days before a joint hearing on the environmental impact statement and site plan. The Planning Board shall mail notice of the hearing to the applicant at least twenty (20) days before the hearing. The Planning Board may provide that the hearing be further advertised in such manner as the Planning Board deems most appropriate for full public consideration of the site plan. The hearing on the site plan shall be closed upon motion of the Planning Board within one hundred twenty days after it has been opened.

E) Decision. The Planning Board shall approve, with or without modification, or disapprove the site plan as follows:

- 1) If the Planning Board determines that the preparation of an environmental impact statement on the site plan is not required, the Planning Board shall make its decision within sixty-two days after the close of the public hearing; or
- 2) If the Planning Board determines that an environmental impact statement is required, and a public hearing is held on the draft environmental impact statement, the final environmental impact statement shall be filed within forty-five days following the close of such public hearing in accordance with the provisions of the State Environmental Quality Review Act. If no public hearing is held on the draft environmental impact statement, the final environmental impact statement shall be filed within forty-five days following the close of the public hearing on the site plan. Within thirty days of the filing of such final environmental impact statement, the Planning Board shall issue findings on the final environmental impact statement and make its decision on the site plan.
- 3) Grounds for decision. The grounds for a modification, if any, or the grounds for disapproval shall be stated upon the records of the Planning Board. When so approving a site plan, the Planning Board shall state in writing any modifications it deems necessary for approval of such site plan.

F) Notice to Delaware County Planning Board. At least ten days before any hearing, the Planning Board shall mail notices of the hearing to the County Planning Department, as required by General Municipal Law section 239-m, which notice shall be accompanied by a full statement of the proposed action, as defined in subdivision one of General Municipal Law section 239-m.

Section VI. Standards for Manufactured / Mobile Homes Located in Parks

- A) All manufactured/ mobile homes installed in mobile / manufactured home parks in the town of Stamford shall be constructed and installed in compliance with the applicable provisions of Article 19, AA of the "New York State Executive Law" and related State Codes for construction and installation of manufactured / mobile homes and meet the Manufactured / Mobile Home Construction and Safety Standards of the U.S. Department of Housing and Urban Development (HUD).
- B) Manufactured / mobile homes that do not bear a certification that the manufactured / mobile home meets the Code and HUD Safety Standards shall be inspected and certified by an approved NYS Code Enforcement and Administration inspector (a list of NYS approved inspectors may be obtained from the Town CEO).
- C) Manufactured / mobile homes shall be a minimum of twelve feet (12') in width and contain not less than 600 sq. ft.
- D) All manufactured / mobile homes shall have smoke detectors and fire extinguishers as determined by the CEO prior to occupancy.
- E) Accessory structures including, but not limited to, storage facilities, awnings, covered patios and carports may be permitted upon approval of the CEO. Such structures shall comply with the setback requirements in Section VII. F). No accessory structures to a manufactured/mobile home shall be constructed which increases the living floor space of that home without approval of the Code Enforcement Officer and in compliance with the provisions of this Local Law and New York State Building Code.
- F) Hitches for moving the manufactured / mobile home to the site shall be removed after placement on the lot.
- G) Each manufactured/mobile home shall have skirting to screen the space between the home and the ground surface. Skirting shall be of permanent material such as metal or other solid material which is specifically designed for such use and as approved by the CEO and shall be finished to conform to the manufactured/mobile home. All skirting shall be constructed to prevent animal entry.
- H) No manufactured/mobile home shall be parked or allowed to remain on any street within the park for a period longer than twenty-four (24) hours.
- I) An owner of a travel trailer/recreational vehicle used for camping, travel or for vacation purposes away from his/her lot, may store such travel trailer on his/her lot with the permission of the park owner / operator without having a permit, provided such travel trailer meets the setback provisions in Section VII F) and is not occupied or used as a place of human habitat for more than twenty-eight (28) consecutive days per year.
- J) Storage on lots shall be contained in appropriate storage buildings / sheds.
- K) The Code Enforcement Officer shall have the right, upon proper notification with the consent of the owner or operator, or pursuant to a legally obtained administrative search warrant, or in instances of extreme emergency, to enter unto the premises of

any manufactured/mobile home park to inspect for conformation with the standards of this law.

Section VII. Manufactured/Mobile Home Parks.

The following planning standards shall be the responsibility of the manufactured/mobile home park operator:

- A) Location. The park shall not be exposed to excessive or objectionable smoke, dust, noise, odors, or other adverse influences. No portion of the park shall be subject to predictable sudden flooding or erosion, nor shall it be used for any purpose that would expose persons or property to hazards.
- B) Drainage. The manufactured/mobile home park shall be located on a well-drained site, properly graded to ensure proper drainage. A storm water management plan as outlined in the NYS DEC SPDES general permit for stormwater discharges shall be submitted for all manufactured/mobile home parks to ensure no net increase in pollutant load or water quantity from pre-existing conditions, during and after construction of the manufactured/ mobile home park.
- C) Minimum lot size of six thousand square feet (6,000 sq.ft.) shall be provided for each manufactured / mobile home.
- D) Minimum Frontage. Minimum lot frontage is forty two feet (42'). However, to provide flexibility in design, ten (10) percent of the lots in a manufactured/mobile home park may have lot frontage between forty feet (40') and sixty feet (60').
- E) Minimum Setback. No part of a manufactured / mobile home, accessory building, travel trailer, office or maintenance building shall be located closer than sixty- five feet (65') from the existing centerline of any public road / street; forty feet (40') from the existing centerline of any interior road / street, within fifteen feet (15') from a manufactured/mobile home lot line; thirty feet (30') from any manufactured /mobile home in the park, fifty feet (50') from an adjoining property line. No manufactured / mobile home driveway shall be within ten feet (10') of a park lot line. Variable setbacks are required to provide visual variety.
- F) Water Resource Setback. Setback of all structures within the park from all water ways, water bodies and well head protections areas shall be a minimum of 100 feet and planted with suitable materials to minimize impact on water quality. Mitigating natural and manufactured conditions may reduce this setback at the discretion of the Planning Board.
- G) Storage. A storage area shall be provided for travel trailer/recreational vehicles, boats, and similar apparatus.
- H) Roads / Streets and Driveways.

A manufactured/mobile home park shall have an internal street system adequate for access to each manufactured/ mobile home lot with the following provisions:

- 1) Access. Entrances and exits to park shall be approved by the Town Highway Supervisor and, where needed, the Delaware County Department of Public Works and shall be free of construction and growth to permit adequate site distance.
- 2) Driveways. All lot driveways shall connect to interior park streets. Driveways shall be constructed of well-drained materials as approved by the Planning Board.
- 3) Streets. Streets shall have at least eighteen feet (18') of road surface, shall comply with the Town's Road Construction Standards and be approved by the Town Road Supervisor.
- 3) Intersections Within the Park. All internal streets shall intersect at right angles. Streets shall be designed in a curvilinear fashion to reduce the speed of traffic and to soften the appearance of the lots.
- 4) Dead-End Streets. If dead-end streets are contained in the plan, a turning diameter of at least sixty (60) feet of road surface shall be provided. No dead-end streets shall serve more than twelve (12) manufactured/mobile homes on one side and shall be limited in length to one thousand (1000) feet. A "no outlet" or "dead-end" sign shall appear at the entrance.
- 5) Parking. Two (2) off-street parking spaces shall be provided for each site, with one (1) additional space for each two (2) sites. Every parking space shall be at least ten (10) feet in width and thirty-five feet (35') in length, and be designed to allow parked vehicles to be a minimum of ten feet (10') from the street pavement edge and adequate provision for maneuvering and for passage to and from streets.
- 6) Signs. All traffic signs shall conform to the NYS Manual of Uniform Traffic Control Devices. All interior streets shall be signed with names or letters. Signs identifying the Park shall be placed at each entrance to the Park. Signs shall be a minimum of two feet by five feet (2" x 5") but not more than twenty square feet (20 sq.ft). Signs may be illuminated only by indirect lighting. Such lighting shall be shielded to prevent glare to adjacent properties and roads. No sign shall be permitted to be erected within fifty (50) feet of a residential use, within twenty-five (25) feet of any adjoining property line, nor project into any public highway right-of-way.
- 7) Road Maintenance. All park roads are the responsibility of the park owner / operator and shall be adequately maintained and accessible at all times.
- 8) School Bus Pickup Areas. Where a manufactured/mobile home park contains or abuts a major or collector road, the Planning Board may require that the applicant reserve, clear, grade, pave or otherwise improve an area of such size and location as will provide a safe and suitable place for use by children awaiting school buses. In general, the size of such area shall not be less than one hundred (100) square feet, and not dimensions shall be less than ten (10) feet. Such area shall be included within the road right-of-way and shall be

maintained by the holder of fee title to the road. The layout and design shall be subject to Planning Board approval.

I) Utilities. All utility lines, including water, sewer, electricity, telephone, and cable television shall be installed underground, be in accordance with all State and local regulations and approved by the CEO.

1) Water. A sufficient supply of potable drinking water shall be provided in a manufactured/mobile home park as provided for by state and local regulations. If the water is from a private source, periodic tests shall be made as required by the State Health Department.

2) Sewage. A manufactured/mobile home park shall be provided with suitable and adequate sewage disposal systems in accordance with State and local regulations.

J) Health and Safety.

1) Fire Protection. A manufactured/mobile home park shall be provided with suitable and operable fire extinguishers and other fire protection devices as prescribed by the fire district and state and local laws wherein said park is located. There shall be clear numbering of manufactured/mobile homes within the park with a layout map provided to the fire chief, County Emergency Services Coordinator, and to ambulance and police agencies. Water supplies shall be adequate as determined by the County Fire Emergency Services Coordinator to permit the effective operation of at least two (2) 1 1/2-inch hose streams on any fire in a park, whether the supply is derived from hydrants connected to an underground water supply system, a reservoir, or a water supply source of not less than six thousand (6,000) gallons suitably accessible for fire department drafting operations.

2) Garbage and Refuse. Each manufactured/mobile home park owner/operator within a park shall provide adequate sanitary equipment and service to prevent littering of the ground and premises with rubbish, garbage, refuse and the like. The containers shall be fly-tight depositories with tight fitting covers. Such depositories shall be kept at all times in sanitary condition, emptied weekly, and shall be suitably enclosed and screened from view by permanent fence and/or plant material.

K) Other Requirements

1) Lighting. Street lighting shall be provided at all entrances and exits to the manufactured/mobile home park and on all internal streets, intersections, walkways and common areas. Such lighting shall provide illumination of a minimum of 0.6 candles to those areas. Lighting shall be shielded to prevent glare to adjacent properties and roads.

2) Walkways. The Planning Board may require sidewalks or walkways as it deems necessary to provide for the safety of pedestrians. The construction of

a walkway or sidewalk shall be of suitable materials approved by the Planning Board.

- 3) Landscaping. Lawn and groundcover shall be provided on those areas not used for placement of mobile homes, buildings, walkways, streets, driveways.
- 4) Registration of Manufactured/Mobile Home Occupants. The owner or operator of each manufactured/mobile home park shall keep a permanent record of all occupants using the facilities of such manufactured/mobile home park. Such records shall be accessible to the Code Enforcement Officer and the Town Assessors and shall include the following with reference to each manufactured/mobile home:
 - i) Date of arrival and departure of manufactured/mobile home occupant;
 - ii) Name of owner of manufactured/mobile home;
 - iii) Make and year of manufactured/mobile home;
 - iv) Serial number of manufactured/mobile home;
 - v) Number of occupants of each manufactured/mobile home.

Section VIII Expansion of Existing Manufactured / Mobile Home Park

Expansion of an any existing, nonconforming Park. Owner / operator, shall obtain a permit as required in Sections IV., V. and VI.

Section IX. Nonconforming Manufactured / Mobile Home Parks.

- A) Any manufactured/mobile home park legally existing prior to the effective date of this Local Law and not conforming to the requirements of this Local Law shall be regarded as nonconforming. Any such nonconforming manufactured/mobile home park in existence on the effective date of this Local Law may be continued provided such manufactured/mobile park is not enlarged, extended, reconstructed, replaced or moved. The owner / operator of such park shall have ninety (90) days to register the park with the Town Clerk.
- B) Nothing in this Local Law shall require a change in the plans or construction of a manufactured/mobile home legally installed or manufactured/mobile home park on which actual foundation construction was begun or approved in writing prior to the adoption of this Local Law. All other Local Laws in effect at the time of adoption of this Local Law shall still apply.

Section X. Exceptions.

- A) None of the provisions of this Local Law shall be applicable to the business of manufactured/mobile home sales. In the case where joint manufactured/ mobile home sales and manufactured/mobile home park operations exist and units are being used as living quarters, the provisions of this Local Law shall apply.
- B) None of the provisions of this Local Law shall be applicable to a house trailer located on the site of a construction project, survey project or other similar work project, and used solely as a field office or work or tool house in connection with such, provided

the home is removed from said site within fourteen (14) days after completion of such project.

Section XI. Travel Trailers, Recreational Vehicles

Travel trailers, motor homes, campers, or other similar devices, normally used as temporary portable housing, may be located in the town. Such equipment shall not be inhabited more than twenty-eight (28) consecutive days or a total of more than 90 days per year. No travel trailer, motor home, recreational vehicle or other camping equipment shall park overnight on any public road. Violation shall be punishable by the provisions in Section XV. Penalties of this Local Law.

Section XII. Manufactured / Mobile Homes Located Outside Parks

- A) Location of one manufactured / mobile home is allowed on an individual lot in the town of Stamford with the approval of the Building Inspector.
- B) A special permit may be issued by the Town Clerk, upon recommendation by the Planning Board and approval of the Building Inspector, to the owner of any land within the town of Stamford, to place up to two manufactured / mobile homes on his/her property.
 - 1) Manufactured / mobile home(s), appurtenances, outbuildings shall be at least forty feet (40') from any house, building or manufactured / mobile home, fifty feet (50') from centerline of any public road right-of-way, and thirty feet (30') from any property line.
 - 2) Mobile home(s) shall comply with Section VI. A) – G).
 - 3) Vehicular access of manufactured /mobile home(s) to public road shall be combined with access to primary home and/or another mobile home to minimize highway hazard whenever practicable. Driveways accessing public highways shall have adequate site distance and driveway permits, as approved by the Planning Board and the Town Highway Supervisor / Delaware County Department of Public Works, as applicable.

Section XIII. Camp Grounds

Camp grounds may be located in the town of Stamford. Applications to the Planning Board for a permit to operate a campground shall meet the requirements of Section IV. Permits Required, and Sections V. Site Plan Approval Process of this Local Law. The Planning Board may waive some requirements, depending on the size and location of the project.

The camp ground shall meet the following requirements:

- A) Camp sites shall not exceed ten (10) per acre.
- B) Site shall comply with Section VII. A), B)) of this Local Law.
- C) Utilities and service facilities shall be provided in accordance with the regulations and requirements of the New York State Department of Health and the Sanitary Code of New York State.

- D) Any camp site provided with electric service connections or outlets must meet the requirements of Section VII. J), (Utilities and Service Facilities) of this Local Law.
- E) Landscaping shall meet the provisions found in Section VII. K) 6). Landscaping of this Local Law.
- F) No travel trailer, recreational vehicle, tent or other equipment shall be located within forty feet (40') of a the centerline of a public highway.
- G) No travel trailer, recreational vehicle or other camping equipment shall be allowed to park overnight on any public highway.
- H) Garbage and refuse shall be stored in fly-tight containers and kept in sanitary condition. Containers shall be emptied weekly. The owner / operator of the camp-ground shall be responsible for garbage / refuse removal and keeping the grounds free from garbage and litter.
- I) The owner or operator of each camp ground shall keep a written record of all persons occupying or using the facilities of such camp.
 - 1) The name and address of the occupant of each site.
 - 2) The name and address of the owner of each trailer which is not occupied by the owner.
 - 3) State in which the trailer is registered and the registration number.
 - 4) Name and address of owner of automobile or other vehicle which propelled the travel trailer.
 - 5) State in which automobile is registered and the registration number.
- J) After Planning Board approval, a Certificate of Compliance will be issued by the Building Inspector (CEO) when project meets all standards of this Local Law and other regulatory agencies.

Section XIV. Inspections

The Building Inspector (CEO) shall have the right, upon proper notification and consent of the owner / operator of any manufactured / mobile park or campground, or pursuant to a legally obtained administrative search warrant, or in instances of extreme emergency, to enter unto the premises of any manufactured / mobile home park, manufactured / mobile home, camp ground, travel trailer, recreational vehicle, or other camping equipment to inspect for conformation with the standards of this Local Law and other regulations of the Town or State.

Section XV. Penalties

Any person, firm, or corporation who violates any provision of this Local Law shall be guilty of an offense against Local Law and subject to a fine of not more than three hundred fifty (\$350) dollars or imprisonment for a period not more than six months, or both such fine and imprisonment for a first offense; for conviction of a second offense both of which were committed within a period of five years, punishable by a fine not less than three hundred fifty (\$350) dollars nor more than seven hundred (\$700) dollars or imprisonment for a period not to exceed six (6) months, or both; and, upon conviction for a third or subsequent offense all of which were committed within a period of five years, punishable by a fine not less than seven hundred (\$700) dollars nor more than one thousand (\$1,000) dollars or imprisonment for a period not to exceed six (6) months, or both. The imposition of penalties for any violation of this Local Law shall not excuse the violation or permit it to continue. The application of the above penalty or penalties or the prosecution of the violation of the provisions of this Local Law shall not be held to pre-

Appendix C

State Environmental Quality Review
SHORT ENVIRONMENTAL ASSESSMENT FORM
 For UNLISTED ACTIONS Only

PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR <u>Town of STAMFORD</u>	2. PROJECT NAME <u>Local Law #1 2008</u>
3. PROJECT LOCATION: Municipality <u>Town of STAMFORD</u> County <u>Delaware</u>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <u>N/A</u>	
5. PROPOSED ACTION IS: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <u>Local Law controlling manufactured Home Parks.</u>	
7. AMOUNT OF LAND AFFECTED: Initially <u>N/A</u> acres Ultimately <u>N/A</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly <u>N/A</u>	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: <u>N/A</u>	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list agency(s) name and permit/approvals: <u>N/A</u>	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: <u>Town of STAMFORD</u>	Date: <u>8/13/08</u>
Signature: <u>Arthur D. Smith, Sr.</u>	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

