

MOBILE HOMES

CONTACT INFORMATION

TOWN OF FORT ANN PLANNING BOARD

Barb Burch, Planning Board Secretary

80 George Street

PO Box 314

Fort Ann, NY 12827

Phone: 518-223-2031

Email: fortannpbsecretary12827@gmail.com

PAYMENT OF FEES

All fees for projects presented to the Planning Board for review must be included with the application. Please make checks payable to the Town of Fort Ann. Packets may be mailed to the above address (please put to the attention of Planning Board or Barb Burch), or you may drop packet off during regular Town Hall business hours. There is also a drop box available if you drop it off after hours.

NOTE: There are NO REFUNDS if project is withdrawn.

TOWN OF FORT ANN PLANNING BOARD

Mobile Home Application Process

Step 1. All mobile home applicants must have the following forms completed and returned to the Planning Board Secretary at least **TWELVE (12) days** prior to the meeting of said month.

1. Mobile Home Application for Permit Form
2. Short form Environmental Assessment Form (EAF)/SEQR
3. Long Environmental Assessment Form (if applicable)
4. A copy of the deed to parcel indicating the applicant is the owner of parcel
5. A copy of the Tax Map showing the location of the parcel (Mobile home site) including a tax number
6. Adirondack Park Agency (APA) approval letter (if applicable)
7. **Eight (8) copies** of all the above forms
8. A check for all fees related to the Mobile Home Application. Fees required are:

REGULATION/APPLICATION FEE	\$ 25.00
MOBILE HOME FEE	\$ 25.00
PUBLIC HEARING FEE	\$ 40.00

ENGINEERING FEES \$ 100.00 - \$400.00
(To be determined by the Engineer after your Mobile Home Project has been approved)

NOTE: All Engineer and legal review fees must be paid in full prior to any signatures of Town Officials.

Step 2. The applicant or representative must be present at the meeting of said month to answer questions and discuss their project with the planning board members. The meetings are held at the **TOWN HALL IN FORT ANN** on the **first (1st) Tuesday of the month at 6:00PM.**

Step 3. **A PUBLIC HEARING** must be held on all Mobile Home Applications in the Town of Fort Ann. This Public Hearing is usually held the month after the Planning Board accepts your application as complete.

Step 4. If your Mobile Home Project requires a **Set Back Waiver** (if the distance from the side of your Mobile Home to the edge of your property is not the 100' required by Town Codes) then this process will add another month to your project. Following the Public Hearing, your project must go to the **Fort Ann Town Board** for final approval. This meeting is held on the **second (2nd) Monday** of the month. The applicant should attend the Fort Ann Town Board Meeting in case there are any further questions or problems to discuss. Once approval has been granted, the applicant will receive a Mobile Home Certificate from the Secretary.

FORT ANN PLANNING BOARD
MOBILE HOME APPLICATION FOR PERMIT

NOTE: Please read the Mobile Home Ordinance prior to completing this application form

Applicant _____ Date _____

Permanent Street Address _____

Phone Number _____ Fax Number _____

Manufacturer of Mobile Home _____ Year _____

Mobile Home Serial Number _____

Dimensions of Mobile Home _____

Square footage of Mobile Home _____

Property Tax Number _____

Location of Mobile Home _____
Present Street Address

Is this project in the Adirondack Park? Yes _____ No _____

The following provisions are being made in order to comply with this Local Law

Attachment: A plan drawn to scale, not smaller than **1" = 20'** showing lot boundaries plan for proposed water supply or well, sewage disposal system and location of adjacent properties, structures, wells and septic systems.

Signature of Applicant

Date

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
			<input type="checkbox"/>
			<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
			<input type="checkbox"/>
			<input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned _____ acres			
or controlled by the applicant or project sponsor?			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

		NO	YES	N/A
5.	Is the proposed action,			
a.	A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Is the proposed action consistent with the predominant character of the existing built or natural landscape?		NO	YES
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?		NO	YES
	If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES
	b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Does the proposed action meet or exceed the state energy code requirements?		NO	YES
	If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Will the proposed action connect to an existing public/private water supply?		NO	YES
	If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Will the proposed action connect to existing wastewater utilities?		NO	YES
	If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?		NO	YES
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?		NO	YES
	b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 40px;"> a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? </div> If Yes, briefly describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: _____ Date: _____</p> <p>Signature: _____ Title: _____</p>		

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project:		
Project Location (describe, and attach a general location map):		
Brief Description of Proposed Action (include purpose or need):		
Name of Applicant/Sponsor:		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees		
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input type="checkbox"/> No ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input type="checkbox"/> No iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input type="checkbox"/> No		

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? ☐ Yes ☐ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☐ Yes ☐ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☐ Yes ☐ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) ☐ Yes ☐ No

If Yes, identify the plan(s):

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? ☐ Yes ☐ No

If Yes, identify the plan(s):

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☐ Yes ☐ No
If Yes, what is the zoning classification(s) including any applicable overlay district?

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☐ No

If Yes,
i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? _____

b. What police or other public protection forces serve the project site? _____

c. Which fire protection and emergency/medical services serve the project site? _____

d. What parks serve the project site? _____

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? _____

b. a. Total acreage of the site of the proposed action? _____ acres

b. Total acreage to be physically disturbed? _____ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☐ No

If Yes,
i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____

ii. Is a cluster/conservation layout proposed? ☐ Yes ☐ No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: _____ months

ii. If Yes:

- Total number of phases anticipated _____

- Anticipated commencement date of phase 1 (including demolition) _____ month _____ year

- Anticipated completion date of final phase _____ month _____ year

- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses?

☐ Yes ☐ No

If Yes, show numbers of units proposed.

One Family

Two Family

Three Family

Multiple Family (four or more)

Initial Phase

At completion

of all phases

g. Does the proposed action include new non-residential construction (including expansions)?

☐ Yes ☐ No

If Yes,

i. Total number of structures _____

ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length

iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?

☐ Yes ☐ No

If Yes,

i. Purpose of the impoundment: _____

ii. If a water impoundment, the principal source of the water: ☐ Ground water ☐ Surface water streams ☐ Other specify: _____

iii. If other than water, identify the type of impounded/contained liquids and their source. _____

iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres

v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) ☐ Yes ☐ No

If Yes:

i. What is the purpose of the excavation or dredging? _____

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): _____
- Over what duration of time? _____

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? ☐ Yes ☐ No

If yes, describe. _____

v. What is the total area to be dredged or excavated? _____ acres

vi. What is the maximum area to be worked at any one time? _____ acres

vii. What would be the maximum depth of excavation or dredging? _____ feet

viii. Will the excavation require blasting? ☐ Yes ☐ No

ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? ☐ Yes ☐ No

If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments?

☐ Yes ☐ No

If Yes, describe:

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation?

☐ Yes ☐ No

If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water?

☐ Yes ☐ No

If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply?

☐ Yes ☐ No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project?

☐ Yes ☐ No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

• Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site?

☐ Yes ☐ No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes?

☐ Yes ☐ No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities?

☐ Yes ☐ No

If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No

<ul style="list-style-type: none"> • Do existing sewer lines serve the project site? _____ • Will a line extension within an existing district be necessary to serve the project? _____ 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes: <ul style="list-style-type: none"> • Describe extensions or capacity expansions proposed to serve this project: _____ 	
iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____	
If Yes: <ul style="list-style-type: none"> • Applicant/sponsor for new district: _____ • Date application submitted or anticipated: _____ • What is the receiving water for the wastewater discharge? _____ 	
v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans): _____	
vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____	
e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? _____	
If Yes: <ul style="list-style-type: none"> i. How much impervious surface will the project create in relation to total size of project parcel? _____ Square feet or _____ acres (impervious surface) _____ Square feet or _____ acres (parcel size) ii. Describe types of new point sources. _____ iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____ 	
<ul style="list-style-type: none"> • If to surface waters, identify receiving water bodies or wetlands: _____ • Will stormwater runoff flow to adjacent properties? _____ 	
iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____	
f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? _____	
If Yes, identify: <ul style="list-style-type: none"> i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____ ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____ iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____ 	
g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? _____	
If Yes: <ul style="list-style-type: none"> i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) _____ ii. In addition to emissions as calculated in the application, the project will generate: <ul style="list-style-type: none"> • _____ Tons/year (short tons) of Carbon Dioxide (CO₂) • _____ Tons/year (short tons) of Nitrous Oxide (N₂O) • _____ Tons/year (short tons) of Perfluorocarbons (PFCs) • _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆) • _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs) • _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs) 	

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? ☐ Yes ☐ No

If Yes:

- i. Estimate methane generation in tons/year (metric): _____
- ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? ☐ Yes ☐ No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? ☐ Yes ☐ No

If Yes:

- i. When is the peak traffic expected (Check all that apply): ☐ Morning ☐ Evening ☐ Weekend
☐ Randomly between hours of _____ to _____
- ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? ☐ Yes ☐ No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? ☐ Yes ☐ No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? ☐ Yes ☐ No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? ☐ Yes ☐ No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? ☐ Yes ☐ No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade, to an existing substation? ☐ Yes ☐ No

l. Hours of operation. Answer all items which apply.

i. During Construction:

- Monday - Friday: _____
- Saturday: _____
- Sunday: _____
- Holidays: _____

ii. During Operations:

- Monday - Friday: _____
- Saturday: _____
- Sunday: _____
- Holidays: _____

<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?</p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen?</p> <p>Describe: _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>n. Will the proposed action have outdoor lighting?</p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?</p> <p>Describe: _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day?</p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures:</p> <p>_____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage?</p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?</p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>ii. Will the proposed action use Integrated Pest Management Practices?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?</p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> • Construction: _____ tons per _____ (unit of time) • Operation : _____ tons per _____ (unit of time) <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> • Construction: _____ • Operation: _____ <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> • Construction: _____ • Operation: _____ 	<input type="checkbox"/> Yes <input type="checkbox"/> No

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

- ☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm)
☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation? ☐ Yes ☐ No

i. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? ☐ Yes ☐ No

If Yes,

i. Identify Facilities: _____

e. Does the project site contain an existing dam? ☐ Yes ☐ No

If Yes:

i. Dimensions of the dam and impoundment:

- Dam height: _____ feet
- Dam length: _____ feet
- Surface area: _____ acres
- Volume impounded: _____ gallons OR acre-feet

ii. Dam's existing hazard classification: _____

iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Has the facility been formally closed? ☐ Yes ☐ No

- If yes, cite sources/documentation: _____

ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____

iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? ☐ Yes ☐ No

If Yes:

i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: ☐ Yes ☐ No

☐ Yes – Spills Incidents database

Provide DEC ID number(s): _____

☐ Yes – Environmental Site Remediation database

Provide DEC ID number(s): _____

☐ Neither database

ii. If site has been subject of RCRA corrective activities, describe control measures: _____

iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? ☐ Yes ☐ No

If yes, provide DEC ID number(s): _____

iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____

v. Is the project site subject to an institutional control limiting property uses? ☐ Yes ☐ No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? ☐ Yes ☐ No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ feet

b. Are there bedrock outcroppings on the project site? ☐ Yes ☐ No
If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site: _____ %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: _____ feet

e. Drainage status of project site soils: ☐ Well Drained: _____ % of site
☐ Moderately Well Drained: _____ % of site
☐ Poorly Drained _____ % of site

f. Approximate proportion of proposed action site with slopes: ☐ 0-10%: _____ % of site
☐ 10-15%: _____ % of site
☐ 15% or greater: _____ % of site

g. Are there any unique geologic features on the project site? ☐ Yes ☐ No
If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? ☐ Yes ☐ No

ii. Do any wetlands or other waterbodies adjoin the project site? ☐ Yes ☐ No
If Yes to either i or ii, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? ☐ Yes ☐ No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? ☐ Yes ☐ No
If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? ☐ Yes ☐ No

j. Is the project site in the 100-year Floodplain? ☐ Yes ☐ No

k. Is the project site in the 500-year Floodplain? ☐ Yes ☐ No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? ☐ Yes ☐ No
If Yes:

i. Name of aquifer: _____

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____</p> <p>_____</p> <p>_____</p>	
<p>n. Does the project site contain a designated significant natural community? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p>_____</p> <p>ii. Source(s) of description or evaluation: _____</p> <p>iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres 	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Species and listing (endangered or threatened): _____</p> <p>_____</p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Species and listing: _____</p> <p>_____</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p>	
<p>E.3. Designated Public Resources On or Near Project Site</p>	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>i. If Yes: acreage(s) on project site? _____</p> <p>ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p>ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. CEA name: _____</p> <p>ii. Basis for designation: _____</p> <p>iii. Designating agency and date: _____</p>	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? ☐ Yes ☐ No

If Yes:

i. Nature of historic/archaeological resource: ☐ Archaeological Site ☐ Historic Building or District

ii. Name: _____

iii. Brief description of attributes on which listing is based: _____

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? ☐ Yes ☐ No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? ☐ Yes ☐ No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? ☐ Yes ☐ No

If Yes:

i. Identify resource: _____

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____

iii. Distance between project and resource: _____ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? ☐ Yes ☐ No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? ☐ Yes ☐ No

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name _____ Date _____

Signature _____ Title _____

The remaining pages of this packet contain the Town of Fort Ann Local Law for the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer Camps.

These pages are informational only and do not need to be included with the application packet that you will copy and return to the Planning Board.

PROPERTY IDENTIFICATION FORM
TOWN OF FORT ANN PLANNING BOARD
80 GEORGE STREET
P.O. BOX 314
FORT ANN, NY 12827

To Whom It May Concern:

An application for (check as needed):

Site Plan Review
Subdivision Review
Mobile Home Permit
Telecommunications Tower

is currently pending before the Town of Fort Ann
Planning Board for this property.

Owner

Name: _____ Address: _____

Name: _____ Address: _____

Applicant (if different from Owner)

Name: _____ Address: _____

For property located at : _____

THIS NOTICE IS TO BE PLACED IN A PLASTIC PROTECTIVE COVER
AND POSTED CONSPICUOUSLY IMMEDIATELY ADJACENT TO THE
NEAREST ROAD OR OTHER TRAVELED PUBLIC RIGHT OF WAY FOR
PLANNING BOARD IDENTIFICATION OF THE PROPERTY.

MOBILE HOME

Town of FORT ANN
Local Law No 1 of the year 19 90

A Local Law for the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer Camps

Be it enacted by the TOWN BOARD of
the _____

Town of FORT ANN

Town of Fort Ann
Local Law No. 1 of 1990

LOCAL LAW FOR THE REGULATION OF MOBILE HOMES, MOBILE HOME PARKS, TRAVEL TRAILERS AND TRAILER CAMPS

Local Law No. 1 of 1990 will establish an approval and licensing process together with requirements for the location of mobile homes, mobile home parks, travel trailers and travel trailer camps in the Town of Fort Ann (outside Village of Fort Ann limits) Washington County, State of New York.

BE IT ENACTED by the Town Board of the Town of Fort Ann as follows:

- | | |
|-----------|--|
| SECTION 1 | TITLE |
| SECTION 2 | PURPOSE |
| SECTION 3 | DEFINITIONS |
| SECTION 4 | LICENSING REQUIREMENTS |
| SECTION 5 | APPLICATION FOR LICENSE FOR MOBILE HOME
PARK OR TRAILER CAMPS |
-
- | | |
|------|---------------------------------|
| 5.1 | Information Required |
| 5.2 | Filing Procedure |
| 5.3 | Plans to be Submitted |
| 5.4 | Plans for Related Installations |
| 5.5 | Health Departments Approval |
| 5.6 | Statement of Ownership |
| 5.7 | Fee Required |
| 5.8 | SEQR Process |
| 5.9 | Coordinated Review |
| 5.10 | Charge back fees |

SECTION 6

APPROVAL PROCEDURE

- 6.1 Town Clerk Actions
- 6.2 Inspector Action
- 6.3 Planning Board Preliminary Action
- 6.4 Planning Board Determination
- 6.5 Issuance of License
- 6.6 Appeal Process
- 6.7 Non-Transfer of Licenses

SECTION 7

SUPPLEMENTAL LICENSES

- 7.1 Requirement
- 7.2 Procedure

SECTION 8

ANNUAL LICENSE RENEWAL

- 8.1 Filing date
- 8.2 Documentation of ownership
- 8.3 Approval and Issuance
- 8.4 Non-Transfer of Licenses

SECTION 9

REQUIREMENTS FOR MOBILE HOME PARKS

- 9.1 Minimum Sizes
- 9.2 Lot Designation
- 9.3 Sites
- 9.4 Stands
- 9.5 Access
- 9.6 Parking
- 9.7 Utility and Service Facilities
- 9.8 Open Space
- 9.9 Plantings
- 9.10 Minimum Facilities
- 9.11 Lighting
- 9.12 Records to be kept
- 9.13 Construction Schedule

SECTION 10

REQUIREMENTS FOR TRAILER CAMPS

- 10.1 Extension of Provisions
- 10.2 Density
- 10.3 Lot Size
- 10.4 Minimum Placement
- 10.5 Utility and Service Facilities
- 10.6 Waste Disposal

SECTION 11

MOBILE HOMES OUTSIDE OF MOBILE HOME PARKS

- 11.1 Criteria for Such Placement
- 11.2 Application For Such a Mobile Home

- 11.3 Appeal of Administrative Actions
- 11.4 Water and Sewage
- 11.5 Setbacks
- 11.6 Placement on a Parcel
- 11.7 Mobile Homes – Standards of Construction

SECTION 12 EXISTING MOBILE HOMES

- 12.1 Conditions for Continuation
- 12.2 Improvements

SECTION 13 TRAVEL TRAILERS OUTSIDE OF TRAVEL TRAILER CAMPS

SECTION 14 ENFORCEMENT

SECTION 15 REVOCATION OF MOBILE HOME PARK OR TRAILER CAMP LICENSE

SECTION 16 REVOCATION OF LICENSE OF MOBILE HOME OUTSIDE OF MOBILE HOME PARK

SECTION 17 PENALTIES

SECTION 18 COMPLIANCE WITH OTHER STATUTES

SECTION 19 EXCEPTIONS

SECTION 20 WAIVERS

SECTION 21 BOARD DISCRETION

SECTION 22 VALIDITY

SECTION 23 CHANGES IN THIS LOCAL LAW

SECTION 24 EFFECTIVE DATE

APPENDIX

A. FEE SCHEDULE

SECTION 1. TITLE

This Local Law (No. 1 of 1990) shall be known and may be cited as Local Law for the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer Camps in the Town of Fort Ann (outside of Village of Fort Ann). This Local Law shall replace, supersede any prior ordinances relating to the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer Camps in the Town of Fort Ann (outside Village of Fort Ann).

SECTION 2. PURPOSE

It is the purpose of this Local Law to promote the health, safety, morals and general welfare of the inhabitants of the Town of Fort Ann by establishing specific minimum requirements and regulations governing the locations, occupancy, and maintenance of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer camps.

The Town of Fort Ann Town Board, hereby delegates responsibilities and approval to the Town of Fort Ann Planning Board under Local Law No. 1 of 1990 as stated herein.

SECTION 3. DEFINITIONS

3.1 Mobile home Includes, but is not necessarily limited to, a house trailer, mobile home or any other residential structure or vehicle originally designed, built, constructed or manufactured to be conveyed upon highways or streets, either whole or in sections, whether the same is situated or located upon wheels, jacks, foundations (temporary or permanent), slabs or otherwise, and/or whether or not added to or made a part of another building or structure and does not come within the definition of a modular home.

3.2 Modular home A modular home is a dwelling house transported to the permanent building site either whole or in sections and which complies with the New York State Building Code for conventual residential dwelling and is erected upon a full basement with no undercarriage designed or used for transport on the public highway. When erected on its permanent site, a modular home shall be virtually indistinguishable from a conventionally built dwelling.

3.3 Mobile home Lot Means a designated site of specific total land area within or without a mobile home park for the accommodation of one mobile home and its occupants.

3.4 Mobile home Park Means any parcel of land whereon two or more mobile homes are parked or located, or which is planned and improved for the placement of two or more mobile homes and which is held open to the public for the parking or placement of mobile homes.

3.5 Mobile home Stand Means an area prepared for the placement and support of a mobile home.

3.6 Travel Trailer Means any vehicle designed or used or intended to be used for temporary living quarters for travel, recreational or vacation purposes.

3.7 Trailer Camp Means any parcel of land whereon two or more travel trailers are parked or located, or which is planned and improved for the placement of two or more travel trailers and which is held open to the public for the parking or placement of travel trailers.

3.8 Inspector Means the person or persons appointed by the Fort Ann Town Board to enforce the provision of the law.

3.9 Town Means the Town of Fort Ann

3.10 County Means the County of Washington

3.11 Owner Means any company, corporation or individual who has record title of all or any portion of proposed park.

3.12 Farm Worker Means any one who is employed on a farm for a minimum of twenty four hours per week.

3.13 Farm Means land used in agricultural production, of not less than ten acres, used in the preceding two years for the production for sale of crops, livestock and livestock products of an average gross sales value of ten thousand dollars or more.

SECTION 4. LICENSE REQUIRED FOR MOBILE HOME PARKS AND TRAILER CAMPS

No person, partnership, association or corporation being the owner, lessee or occupant of any land within the Town of Fort Ann (outside Village of Fort Ann limits) shall use or allow the use of such land for a mobile home park or trailer camp unless a license therefore has been obtained as herein provided.

SECTION 5. APPLICATION FOR MOBILE HOME PARK OR TRAILER CAMP

5.1 Each application for a license for a mobile home park or trailer camp shall be in writing and signed by the applicant. The application shall state:

5.11 Whether the application is for a mobile home park or trailer camp

5.12 The names and addresses of the applicant and of the owner or owners of the premises upon which the park or camp is to be located

a. If any applicant or owner by a partnership, the name and addresses of each partner thereof, and

b. If any applicant or owner be a corporation or association, the names and addresses of each officer and director thereof, and of each owner of ten percent (10%) or more of the shares thereof.

5.13 A complete legal description of the land upon which the park or camp is to be located.

5.14 The number of mobile home lots or trailer lots to be provided in the park or camp

5.15 Any rules and regulations, covenants or restrictions between the owners of the park and the tenants shall be submitted with the application.

5.2 Such application shall be filed with the Town Clerk, in triplicate.

5.3 Such application shall be accompanied by three (3) complete sets of plans and specifications prepared and certified by a registered architect, licensed professional engineer or licensed surveyor. Such plans shall show the date thereof and the name of the applicant, be drawn to a scale, unless otherwise directed by the Planning Board, of not more than fifty (50) feet to one (1) inch, show contour intervals of not greater than five (5) feet, indicate the North point thereof, and shall show and identify.

- 5.31 The location of the land proposed to be used as a mobile home park or trailer camp.
- 5.32 The boundaries of the park or camp
- 5.33 The major physical features of the land within the park or camp and within three hundred (300) feet thereof, including:
 - a. All water courses, marshes and areas subject to flooding
 - b. All wooded areas
- 5.34 All existing development within the park or camp, and within three hundred (300) feet thereof, including:
 - a. Structures
 - b. Streets, roads and highways, with suitable indication of the width thereof.
 - c. Utilities and service facilities.
- 5.35 All proposed development within the park or camp, including:
 - a. Entrances, exits, streets and walkways with suitable indication of the widths thereof.
 - b. Each proposed mobile home lot or trailer lot, driveway parking area, and refuse collection area, with suitable indication of the dimensions thereof.
 - c. Structures and improvements
 - d. Grading and landscaping
 - e. Storm water drainage
 - f. Utilities and service facilities
 - g. Public improvements proposed by the Town in or adjoining the park or camp within three hundred (300) feet thereof.
 - h. Any existing zoning.

i. Solid Waste Management and Recycling Program

5.4 Such plans shall include three (3) sets of appropriate detailed drawings of and specifications for proposed structures, utilities and other improvements, and shall show the method and plan for exterior lighting within the park.

5.5 Such application shall also be accompanied by plans approved by the New York State Department of Health or other acceptable certificate indicating compliance by the applicant with all pertinent rules and regulations of the New York State Department of Health and with the State Sanitary Code.

5.6 If the applicant is not the Owner of the premises upon which the proposed park or camp is to be located, such application shall also be accompanied by an original or certified copy of a lease of the premises to the applicant and a statement signed and acknowledged by the owner or owners of the premises consenting that the premises be used as a mobile home park or trailer camp, as the case may be.

5.7 Such applications shall be accompanied by the proper application fee as hereinafter provided.

5.8 Such application for mobile home parks and trailer camps are deemed to be Type I actions for purposes of review under the state environmental Quality Review Act. A long-form Environmental Assessment Form shall be submitted with the application.

5.9 To the greatest extent possible, the procedures described in the State Environmental Quality Review Act have been incorporated into the procedures described in this Local Law. Time periods for the conduct of Public Hearings in order to coordinate the State Environmental Quality Review Process with other procedures relating to the review and approval of actions may affect this Local Law process. When this occurs, applicants may be requested to extend the scheduled review period to accommodate the State Environmental Quality Review Process.

5.10 In addition to the fee listed on the schedule of fees, the Planning Board shall charge a fee to developers of projects requiring legal and technical review, provided that the fee charged reflects the actual cost of legal, engineering and technical assistance to the Planning Board. This fee is not to exceed Two Thousand Five Hundred (\$2,500.00) Dollars without notice to the applicant.

SECTION 6 APPROVAL PROCESS FOR MOBILE HOME PARKS AND TRAILER CAMPS

6.1 Upon receipt of an application as herein above provided, the Town Clerk shall indicate the date of receipt thereon and promptly transmit one copy of the application and all accompanying plans and specifications and other supporting documents to the Inspector, and one copy thereof to the Town Planning Board for review and report pursuant to Section 274 of the Town Law of the State of New York. The Town Clerk shall also place notice in the Official Town newspaper or newspapers to the effect that such an application has been filed.

6.2 The Inspector shall promptly ascertain whether the park or comp concerned complies with the requirements of this law and applicable rules and regulations of the New York State Department of Health and the Sanitary Code of the State of New York. The Inspector shall, after such investigation,

and within forty five (45) days of the date of receipt of the application by the Town Clerk, transmit his written report and findings to the Planning Board.

6.3 The Planning Board shall at its next regular monthly meeting consider the completeness of the application, location and the general arrangement of the mobile home park or trailer camp, including the location and width of streets; the location, size, and arrangement of lots; the location of other structures within the park or camp; the location of entrances and exists; and the location, type and extent of landscaping and screening materials.

If the Planning Board deems the application complete, the Planning Board shall establish a public hearing within 45 days of the date the Planning Board has deemed the application complete. Notification of said public hearing must be provided in the official newspaper of the Town of Fort Ann at least 10 days prior to the date of the public hearing.

If the Planning Board requires additional information and clarification in order for the application to be deemed complete the Planning Board shall communicate their request in writing. The Planning Board, before they can schedule a public hearing, must deem the application complete for purposes of review.

6.4 The Planning Board, following the public hearing and within 45 days of said public hearing, shall indicate its approval or disapproval of the application. A majority of the entire Planning Board membership shall be required for approval. The Planning Board Secretary shall notify the applicant of the Planning Board's decision, in writing, within five (5) days thereof.

6.5 If the application is approved by the Planning Board, the Inspector shall, upon receipt of the applicable license fee herein provided together with the actual cost to the Town of any engineering or other similar serviced incurred by the Town in the consideration of the application, issue a license to be effective from the date thereof through the 31st day of December next succeeding. Such license shall specify the number of mobile home lots or trailer lots which may be used in the park or camp to which it pertains.

6.6 If any application is disapproved by the Planning Board, the applicant may present an appeal to the zoning board of appeals or Town Board, if there be no Zoning Board of Appeals. The hearing shall include the reasons for denial of the application by the Planning Board. Approval by the applicable Board after denial of the application by the Planning Board shall require a majority plus one (1) of the entire board membership.

6.7 No such license shall be transferable or assignable.

SECTION 7 SUPPLEMENTAL LICENSES FOR PARKS AND CAMPS

7.1 Any person holding a license for a mobile home park or trailer camp and desiring to add additional lots to such park or camp shall file an application for a supplemental license.

7.2 The application for such supplemental license shall be made and shall be considered in the same manner as an application for a license for a mobile home park or trailer camp as provided in Section 5 and 6 hereof. All supplemental licenses shall be effective from the date of issue to the 31st day of December next succeeding. It is within the discretion of the Planning Board to grant a supplemental license. Said supplemental license is deemed to be a Type I action for purposes of review under the State Environmental Quality Review Act. A Long Form Environmental Form must be submitted with application form. Review procedures under Section 6 will apply.

SECTION 8 LICENSE RENEWAL FOR PARKS AND CAMPS

8.1 An application for the renewal of any mobile home park or trailer camp license shall be made with the Inspector on or before the 1st day of December preceding the expiration date of such license.

8.2 If the applicant for a renewal license pertains, the renewal application shall be accompanied by the documents described in Section 5.6 hereof.

8.3 The Inspector shall determine if the provisions of this law are being complied with by the applicant. If they are, upon receipt of the applicable fee, he shall issue the renewal license to be effective for a period on one (1) year commencing on the 1st day of January following the expiration of the prior license.

8.4 No renewal license shall be transferable or assignable.

SECTION 9 REQUIREMENTS FOR MOBILE HOME PARKS

9.1 Every mobile home park shall be at least two (2) acres in size and shall be located in an area where grades and soil conditions are suitable for use as mobile home sites, on a well drained site properly graded to insure rapid drainage and be free at all times from stagnant pools of water.

9.11 The park shall be free or shall be made free from heavy or dense growth of brush and woods. However, applicant shall make all reasonable effort to preserve the natural surroundings of the site.

9.2 Every mobile home park shall be marked off into mobile home lots.

9.21 The total number of mobile home lots in a mobile home park shall not exceed four (4) per gross acre. Soil conditions and constraints of site may further limit the number of lots per acre.

9.22 Each mobile home lot shall have a total area of not less than 7,500 square feet and no boundary line thereof shall be less than 75 feet in length.

9.3 No mobile home shall be parked or otherwise located elsewhere than upon a mobile home stand.

9.31 No such stand shall be nearer than a distance of:

- a. Thirty (30) feet from an adjacent mobile home in any direction.
- b. Fifty (50) feet from an adjoining property line.
- c. One hundred (100) feet from the center line of any state or county street or highway and one hundred (100) feet from the center line of a town street or highway.
- d. Thirty (30) feet from the nearest edge of any right-of-way boundary of any street within the park.

- 9.32 Only one mobile home shall be permitted to occupy any one mobile home lot.
- 9.4 Each mobile home lot shall have a mobile home stand.
- 9.41 Every such stand shall:
- a. Permit of the practical placement or the removal from the lot of a mobile home and its appurtenant structures, and the retention of the home on the lot in a stable condition.
 - b. Be of sufficient size to fit the dimensions of any mobile home placed thereon, together with its appurtenant structures or appendages.
 - c. Be constructed of an appropriate durable nonporous material which is adequate for the support of any load which may reasonably be expected to be placed thereon;
 - d. Have a durable surface and be suitably graded to permit rapid surface drainage.
- 9.5 Every mobile home park shall be easily accessible from a public highway or street.
- 9.51 Any mobile home park containing more than twelve (12) mobile home shall have two (2) points of entry and exit, but no mobile home park shall have more than four (4) entry and exit points.
- 9.52 Every entrance to and exit from a mobile home park shall be so designed and located as to provide safe and convenient movement of persons and vehicles into and out of the park, and to minimize friction within the free movement of traffic on the public highways and streets to which it connects. Every entrance and exit shall:
- a. Be at right angles to the public highway or street to which it connects;
 - b. Be free of any material which would impede the visibility of a driver on a public highway or street.
 - c. Be of sufficient width to facilitate the turning movements of vehicles with mobile homes attached.
- 9.53 Each mobile home park shall have streets providing convenient access to all mobile home lots and other important facilities within the park. All such streets shall:
- a. Be improved to current road specifications to the Town of Fort Ann
 - b. Be so designed as to permit safe and convenient vehicular circulation within the park.

- c. Be adapted to the topography and have suitable alignment and gradient for traffic safety.
- d. Intersect at right angles;
- e. Have a Thirty (30) foot minimum width or right of way
- f. Be maintained to a minimum width of twenty (20) feet.

9.6 Except in case of emergency, no parking shall be allowed on any street in any mobile home park.

9.61 At least one and one-half off-street parking spaces shall be provided for each mobile home lot. Each such space shall:

- a. Have a minimum length of twenty (20) feet and width of seven (7) feet, and
- b. Be located in a central or otherwise common parking area with no parking spaces being less than one hundred (100) feet from any mobile home.

9.62 Additional off-street parking spaces shall be provided within the mobile home park at convenient locations for guests and delivery and service vehicles.

- a. There shall be one such parking space for each two (2) mobile home lots within the park.
- b. Such parking spaces shall be in bays with provide adequate maneuvering space.

9.62 Every such parking space and driveway shall:

- a. Be constructed of any appropriate durable nonporous material with an asphalt concrete surface, adequate for the support of any load reasonable expected to be placed thereon;
- b. Have a durable surface and be suitable graded to permit rapid surface drainage.

9.7 The following utilities and service facilities shall be provided in each mobile home park and shall be constructed and maintained in accordance with the regulations and requirements of the New York State Department of Health, the Sanitary Code of New York State, Town and County Solid Waste and Recycling Programs and State Environmental Quality Review Act

- a. An adequate supply of pure water for drinking and domestic purposes supplied by pipes to all mobile home lots and service buildings within the park, with proper connections to each building and mobile home.
- b. A sewage system connected to each mobile home and service building situated in the park to receive the waste from showers, tube, toilets,

lavatories and sinks therein, and dispose of the same in a sanitary manner. Sewer connections in unoccupied lots shall be tightly sealed to prevent emission of gas and odors and the breeding or harboring of insects or vermin.

- c. Garbage cans with tight fitting covers, in quantities adequate to permit the disposal of all garbage and rubbish from the park. Such cans shall be kept covered and in sanitary condition at all times. An adequate supply of such cans shall be kept within one hundred (100) feet of each mobile home lot. Garbage and rubbish shall be collected and disposed of outside of the park as frequently as may be necessary to insure that such cans shall not overflow.
- d. Other service buildings as deemed necessary for the normal operation of the park. Such buildings shall be maintained in a clean, orderly and sanitary condition.
- e. Underground weatherproof electric service connections and outlets of a type approved by the New York State Board of Fire Underwriters of the provision of electric service to each mobile home located or to be located in such park; unless underground service is not economically feasible.
- f. A storage building or other suitable place for the secure and orderly storage of personal property, such as bicycle, baby carriages, lawn furniture, and the like shall be placed on each mobile home lot for the use of the occupants of the mobile home thereon. No combustible or noxious material shall be stored beneath any mobile home, nor shall any personal property be so stored beneath a mobile home as to constitute a health hazard or other public nuisance.

9.8 Each mobile home park shall provide common open space, not including roads, conveniently located for the use of the occupants of such park.

- a. Such space shall have a total area equal to at least twenty-five (25) percent of the gross land area of the park.

9.9 Every mobile home park shall have lawn or other suitable vegetative ground cover on all areas not used for the placement of mobile homes and other buildings, walkways, roads, and parking areas. Trees and shrubs shall be provided to the extent necessary to screen objectionable views and to provide adequate shade and a suitable setting for the mobile homes and other facilities in the park.

- a. Views which shall be screened include, fuel tanks and other nonresidential uses, garbage storage and collection areas and all abutting yards of adjacent properties.
- b. Other planting shall be provided along those areas within the park which front upon public highways and streets to reduce glare from automobile headlights and provide pleasant outlooks for the living units.

9.10 No mobile home shall be placed in any mobile home park unless the same shall be at

least eight hundred and forty (840) square feet interior dimension living area, containing a HUD seal lawfully affixed thereto and shall further have a flush toilet, a tube or shower, a sink, cooking and heating facilities, and plumbing and electrical systems for connection to outside systems, all which comply with all applicable laws, rules and regulations.

9.11 Every mobile home park shall be sufficiently lighted during hours of darkness to provide for the movement of pedestrian occupants of the park to and from mobile homes and service buildings.

9.12 The owner or operator of every mobile home court shall keep a permanent record in writing, of all persons occupying or using the facilities of such court, which shall include the following.

- a. The names and addresses of each occupant of each mobile home.
- b. Name and address of the owner of each mobile home
- c. Year, make, model and color of each mobile home
- d. Registration numbers of any motor vehicle regularly maintained by any resident of the mobile home park
- e. Information shall be provided to the volunteer fire company and emergency squad providing service to said area.

9.13 Construction shall commence not later than ninety (90) days from date of approval of application.

SECTION 10 REQUIREMENTS FOR TRAILER CAMPS

10.1 All of the provisions of Section 9 hereof shall apply to every trailer camp except as in this section 10 otherwise provided. For the purpose of the regulation of travel trailers and trailer camps such as Section 9 shall be read and construed as if the terms "Mobile Home", "Mobile Home Lot", "Mobile Home Park", and "Mobile Home Stand" read "Travel Trailer", "Trailer Lot", "Trailer Park", and "Trailer Stand".

10.2 The total number of trailer lots in any trailer camp shall not exceed twelve(12) per gross acre.

10.3 Each trailer lot shall have a total area of not less than 2,500 square feet with a minimum dimension of thirty (30) feet.

10.4 No travel trailer shall be parked or otherwise located nearer than a distance of:

- a. Thirty (30) feet from an adjacent travel trailer in any direction

10.5 The following utilities and service facilities shall be provided in each trailer camp and the same shall comply with the regulations and requirements of the New York State Department of Health, the Sanitary Code of New York State and SEQRA.

10.51 An adequate supply of pure water for drinking and domestic purposes shall be

supplied by pipes to all buildings and trailer lots within the camp to meet the requirements of such camp. Each lot shall be provided with a cold water tap, the waste from which shall be emptied into a drain connected to an approved disposal system.

- 10.52 Toilet and other necessary sanitary facilities for males and females shall be provided in permanent structures. Such facilities shall be housed in either separate buildings or in the same building, in the latter case such facilities shall be separated by sound-proof walls. The male and female facilities shall be marked with appropriate signs and have separate entrance for each.
- 10.53 Such toilet and other sanitary facilities shall be provided in the following manner:
 - a. Male facilities shall consist of not less than: one flush toilet for every twenty trailers, one urinal for every twenty trailers; one lavatory for every 10 trailers, one shower, with an adjoining dress compartment for at least sixteen square feet for every ten trailers.
 - b. Female facilities shall consist of not less than: one flush toilet for every ten trailers, one lavatory for every ten trailers, one shower, with an adjoining dress compartment of at least sixteen square feet for every ten trailers.
 - c. Provide adequate solid waste recycling facilities.
- 10.54 Lavatory and shower facilities shall be supplied with hot and cold running water.
- 10.55 The building housing such toilet and sanitary facilities shall be well-lighted at all times of the day and night; shall be well-ventilated with screened openings; shall be constructed of moisture-proof material; shall be well heated and shall be clean and sanitarily maintained at all times. The floors of such buildings shall be of water impervious material.
- 10.56 Such building shall not be located nearer than forty (40) feet nor further than four hundred (400) feet from any travel trailer.
- 10.57 Laundry facilities at suitable locations for the convenience of the occupants of the park. Such facilities shall be equipped with at least one (1) operating washing machine and one (1) operating dryer. Such facilities shall be housed in a permanent structure or structures which shall be adequately lighted, heated and ventilated. Be maintained in a clean, orderly and sanitary condition.
- 10.58 Not less than one (1) public telephone.

10.6 Waste from all buildings and trailer lots shall be discharged into an approved public or private sewer system in such manner as not to present a health hazard.

SECTION 11

MOBILE HOME LOCATED OUTSIDE OF MOBILE HOME PARK

11.1 No mobile home shall hereafter be parked or otherwise placed within the Town (outside the Village of Fort Ann limits) and outside a licensed mobile home park, except as follows:

- a. The PLANNING BOARD may grant a permit, for a period not to exceed one year to the owner of land within the town who intends to construct on such land a dwelling house for his own occupancy or his employee's occupancy. The owner of the land may place or park a mobile home on such land for his own occupancy or his employee's occupancy during the construction of such dwelling. Said permit may be renewed only once, without a fee, for a period not to exceed one year. (note: this is a total of Two years) The mobile home shall be removed from the premises upon expiration of the permit. In addition to the application form the owner shall furnish the information of Section 11.21 and the following data.
 1. Specifications and plans for the dwelling house in accordance with the NYS building codes and its placement on the site.
 2. Evidence of financial ability to complete construction
 3. The appropriate fee for a building permit.
- b. The INSPECTOR may grant a permit, for a period not to exceed one year, to the owner or occupant of land within the Town of Fort Ann to temporarily replace an occupied dwelling destroyed by fire or other disaster in accordance with paragraph 11.4. Said license is not transferable and becomes void if ownership of the land changes or if the mobile home is unoccupied for more than ninety (90) consecutive days. Said permit may be renewed only once, without a fee, for a period not to exceed one year. In addition to the application form the owner shall furnish the information of Section 11.21 and the following data:
 1. Specifications and plans for repair and/or replacement of the damaged structure in accordance to the New York State Building Codes.
 2. Appropriate fee for a building permit, if applicable.
- c. The PLANNING BOARD may grant a permit to the owner of a farm, who can demonstrate substantial need, to set up a mobile home (or mobile homes) to be occupied only by a farm work (or workers) and his (their) family (ies) Such need may include data on the number of cows being milked, acreage farmed, size of greenhouse operation, size of stable operation or other appropriate considerations. Each mobile home shall be located on a lot of at least 75 feet by 100 feet and no closer than 100 feet to the farm house or any farm building. The lot(s) shall be free from drainage problems and fenced off from farm animals. Said license shall be valid for 12 months from the date of issue.
- d. The PLANNING BOARD may grant a permit for a single family mobile home on a single parcel only upon the Planning Board conducting a public hearing upon 10 day notification of said public hearing.

Section 6 will govern the procedure for approval.

The plot upon which a mobile home is to be placed must consist of not less than one acre with frontage on an open public highway or private land with no other mobile home, building or structure now on or hereafter to be placed on said plot except a garage or storage building, an accessory to said mobile home.

The mobile home shall be located at least 100 feet back from the center of the road or highway and a minimum of 100 feet from the adjoining property line. All mobile homes must comply with the sanitary laws and regulations of the New York State Health Department and other state and federal regulations. The mobile home may not be used as an office for business. Electrical inspection by an authorized inspection agency must occur. The mobile home shall be located in an area where grades and soil conditions are suitable for use as a mobile home site. Mobile Home shall not be used as a rental unit.

Applicant, in addition to this Section, must comply with requirements in Section 9.4, 9.7, 9.9, 9.10, 9.11 and 11.7 of said law.

The applicant must file three copies of the application for a license with the Town Clerk accompanied by a fee determined by the Town Clerk.

No renewal is required for permit granted under this section.

- e. Within thirty (30) days prior to the expiration of a permit for mobile home outside a mobile home park (Section d not applicable) the owner shall renew said permit with the building inspector. For mobile homes permitted for farm use, evidence of the farm worker-occupant's employment on the farm shall accompany the renewal application. No renewal is required for permit granted under Section D.

11.2 The owner of land, as above provided for, shall file application and three (3) copies for a license with the Town Clerk.

- 11.21 Each such application for mobile home shall be in writing and signed by the applicant. This application must state and be accompanied by the following:
 - a. The name and address of the applicant.
 - b. The location and description of the land.
 - c. A plan drawn to scale of not smaller than 1 inch equals 20 feet. This plan must show the boundaries of the land, the location of the mobile home on the land, the location and plan for the proposed water and sewage disposal systems, and the location of adjacent properties and structures.
 - d. A certified or photo copy of the deed to the land which indicates that the applicant is the owner of such land.
 - e. The proper fee from Appendix A.

11.22 After completion of each Mobile Home application:

- a. The Town Clerk shall transmit the completed application to the Town Inspector
- b. Upon receipt the inspector shall review all applications compliance with the provisions of this law and the requirements of the County or State Department of Health.
- c. With respect to an application for a permit for a Mobile home to temporarily replace an occupied dwelling destroyed by fire or other disaster the inspector shall issue or deny the permit within ten (10) days of receipt of the application.
- d. With respect to an application for a permit for a mobile home for use during new construction and for farm use, the Inspector shall transmit the application along with his written findings to the Planning Board within thirty (30) days of receipt of the application.

The Planning Board shall review the application and the findings of the Inspector and by resolution, within sixty (60) days upon receipt of completed application and at its next regular meeting, indicate its approval or disapproval of a mobile home for use during new construction or a mobile home for farm use.

- e. With respect to all other revision to application for a permit for mobile home on property.

11.23 The Inspector or Planning Board shall notify the applicant of the decision and issue a permit to the applicant if the application was approved.

11.3 If an application for a permit to place a mobile home outside a mobile home park is denied by the Town Inspector or the Planning Board, the applicant may appeal said decision to the Town Zoning Board of Appeals or Town Board if there be no Zoning Board of Appeals. Approval by the applicable Board after denial of the application by the Planning Board shall require a majority plus one (1) of the Board membership.

11.4 Any mobile home parked or placed outside a duly licensed mobile home park shall have an adequate supply of pure water for drinking and domestic purposes, and a sewage disposal system. Both systems shall satisfy the requirements of the New York State Department of Health.

11.5 No occupied mobile home outside a duly licensed mobile home park shall be parked or placed nearer than:

- a. A distance of one hundred (100) feet from the center line of a state or county street or highway and one hundred (100) feet from the center line of a town, street or highway.
- b. A distance of one hundred (100) feet from an adjacent property line.

11.6 Not more than one non-farm mobile home shall be placed or parked on any parcel of land which is located outside a licensed mobile home park.

11.7 No mobile home shall be placed or situated in the Town of Fort Ann unless the same shall contain at least 840 square feet interior dimension, having the HUD seal affixed thereto, and be in conformance with the applicable provisions contained in Chapter D Articles 1-3 of the NYS Uniform Fire Prevention and Building Code as the same may be amended from time to time and be in compliance with the requirements of Sections 3 & 11.

SECTION 12 EXISTING MOBILE HOMES

12.1 A mobile home, which is lawfully in existence prior to the enactment of this law, but not located in a mobile home park may be continued to be used as living quarters by its occupant, provided:

- a. The owner of the land upon which such mobile home is located shall register such mobile home with the Town Clerk within thirty (30) days of the effective date of this law. Such registration shall be accompanied by a description of the parcel and of the mobile home, and a statement of the ownership of each.
- b. The mobile home meets the requirements of Section 11.4 (Water and Sewage Disposal Requirements).

12.2 If the owner of the land desired to substitute a mobile home of superior construction or improve the facilities for the existing mobile home, such owner shall file an application for license pursuant to Section 11 hereof. The application fee from Appendix A will be required.

SECTION 13 TRAVEL TRAILERS LOCATED OUTSIDE TRAILER CAMPS

13.1 No travel trailer used as a permanent residence shall hereafter be parked or otherwise placed within the Town unless such travel trailer is parked or placed in a duly licensed trailer camp.

SECTION 14 ENFORCEMENT

14.1 The Inspector of the Town of Fort Ann, shall enforce all of the provision of this law.

SECTION 15 REVOCATION OF MOBILE HOME PARK OR TRAILER CAMP LICENSE.

15.1 If a police officer, the Inspector, or any authorized representative of the Town finds that any mobile home park or trailer camp is not being maintained in a clean and sanitary condition or is not being conducted in accordance with the provision of this Law, or that the applicable fees provided for in this Law have not been paid or that the applicable registration provision of this Law are not being carried out, such facts shall thereupon be reported to the Town Board and said Town Board may direct the Town Clerk to serve and order in writing upon the holder of the License for such park or Board may direct the Town Clerk to serve and order in writing upon the holder of the license for such park or camp directing that the condition therein specified by remedied within the (10) days after receipt of service of such order.

If such conditions are not corrected after the expiration of said ten (10) day period, the Town Board may cause a notice in writing to be served upon the holder of said license requiring the said holder to appear before the Town Board at a time to be specified in such notice and show cause why such license should not be revoked. The Town Board may, after a hearing at which testimony of witnesses may be taken, and the holder of the license shall be heard, revoke such license if said Town Board shall find that the said park or camp is not being maintained in a clean and sanitary condition, or that any provision of this law has been or is being violated or that the fees provided for in this Law have not been paid or for other sufficient cause. Upon the revocation of such license, the premises shall immediately cease to be used for the purpose of a mobile home park or trailer camp and all mobile homes and travel trailers, as the case may be, shall forthwith be removed herefrom and the land returned to its original condition.

SECTION 16 REVOCATION OF LICENSE OF MOBILE HOME OUTSIDE OF MOBILE HOME PARK

16.1 If a police officer, the Inspector or any authorized representative of the Town finds that any mobile home outside a mobile home camp is not being maintained in a clean and sanitary condition, or is not being maintained in accordance with the provision of this law, or that the fee provided for in this Law has not been paid, such facts shall thereupon be reported to the Town Board and the said Town Board may direct the Town Clerk to serve an order in writing upon the holder of the license, the owner of the mobile home, or the owner of the premises on which it is located, or any or all thereof, directing that the condition therein specified be remedied within five (5) days after the date of service of such order.

 If such conditions are not corrected, after the expiration of said five-day period, the Town Board may cause a notice in writing to be served upon the person or persons upon whom such order was served requiring the appearance of the person so served before the Town Board at a time to be specified in such notice and show cause why such license should not be revoked.

 The Town Board may after a hearing at which testimony of witnesses may be taken, and the person or persons so served shall be heard, revoke such license if the Town Board shall find that the said mobile home is not being maintained in a clean and sanitary condition or if they find that any provision of this Law has not been paid or for any other sufficient cause.

 Upon the revocation of such license, the said mobile home shall be removed forthwith from the premises (not more than five (5) days following notification of revocation).

SECTION 17 PENALTIES

17.1 Any person who violates any provision of this Law shall be guilty of a violation against such law punishable by a fine of not more than Two Hundred and Fifty (\$250.00) Dollars and not more than fifteen (15) days imprisonment.

 In addition, the violation of this Law or any of the provisions thereof shall subject the person, firm or corporation violating the same to a civil penalty in this sum of Two Hundred and Fifty (\$250.00) Dollars and said penalty to be recovered by the Town of Fort Ann in a civil action. The application of the above penalty or penalties, or the prosecution for the violation of the provision of the Law shall not be deemed to prevent the revocation of any license issued pursuant thereto or the enforced removal of conditions prohibited by this Law.

 In the event of a police officer, inspector or any authorized representative of the Town finds a violation has occurred regarding Section 9.7 and / or 10.5 written notification shall be

given to require compliance in a reasonable period of time. Reasonableness will be determined in the context of the nature of the violation.

If failure to comply occurs, the Town upon five (5) day written notification will undertake compliance. Said cost for compliance will be assessed against said property owner as well as operators of facilities.

These courses of action by the Town are not exclusive to other remedies found within this Local law.

SECTION 18 ISSUANCE OF LICENSE NOT TO WAIVE COMPLIANCE WITH OTHER STATUTES OF ORDINANCE

18.1 The issuance of any license pursuant to the provisions of the Law shall not be deemed to waive compliance by any person with any statute of the State of New York or law, ordinance of health regulation of the Town or of the County.

SECTION 19 EXCEPTIONS

19.1 None of the provision of this Law shall be applicable to the following.

- a. The storage of garaging of travel trailers, not being used for living or sleeping purposes, within a building or structure or to the storage of one unoccupied travel trailer on premises occupied as the principal residence of the owner of such travel trailer, provided, however, that such unoccupied travel trailer shall not be parked or located between the street line and the front of such premises.
- b. A mobile home or travel trailer located on the site of a construction project, survey project or other similar project and which is used solely as a field office or work or tool house in connection with such project, provided that such mobile home or travel trailer is removed from such site within thirty (30) days after the completion of such project.

SECTION 20 WAIVERS

Where there are practical, difficult, or unnecessary hardships in the way of carrying out the strict letter of provisions of this ordinance, the Town Board, after review and recommendation by the Planning Board, shall have the power in a specific case to vary any such provisions in harmony with the general purpose and intent of this code, so that the public health, safety and general welfare may be secured and substantial justice done.

SECTION 21 BOARD DISCRETION

After consideration of any application's potential impact upon the health, safety and welfare of the Town, the Planning Board and / or the Zoning Board of Appeals may impose reasonable conditions upon the issuance of any special permit within the scope of this Local Law.

SECTION 22 VALIDITY

If any section, paragraph, subdivision or provision of this law shall be found invalid, such invalidity shall apply to the section, paragraph, subdivision or provision adjudged invalid, and the remainder of the law shall remain valid and effective.

SECTION 23 CHANGES IN THIS LOCAL LAW

The Town Board may from time to time amend, supplement, change or repeal any of the regulations and restrictions pursuant to Section 130 of the Town Law.

SECTION 24 EFFECTIVE DATE

This Local Law shall take effect immediately.

APPENDIX A - FEE SCHEDULE

. Application for a mobile home park	\$500.00 plus \$10.00 per lot plus the cost of any engineering or other service incurred by the Town as outlined in Section 5 of Local Law 5 of Local Law 1 of 1990.
. Application for Annual Renewal of permit for a mobile home park	\$10.00 plus \$2.00 per lot
. Application for a supplemental permit for a mobile home park	\$50.00 plus \$10.00 per lot
. Permit for a mobile home located outside a mobile home park	\$25.00
. Application for a trailer camp	\$10.00 plus \$10.00 per lot plus the cost of any engineering or other service incurred by the Town as outlined in Section 5 of Local Law No 1 of 1990.
. Application for Annual renewal of permit for a trail camp	\$10.00 plus \$2.00 per lot
. Application for a supplemental permit for a trailer camp	\$50.00 plus \$10.00 per lot

1. (Final adoption by Local Legislative body only)

I hereby certify that the local law annexed hereto, designated as local law No 1 of 19 90
Of the Town of Fort Ann was duly passed by the Town Board of the Town of Fort Ann
On March 12, 19 90 in accordance with the applicable provisions of the law.

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 all of the whole of such original
local law, and was finally adopted in the manner indicated in paragraph.....above.

Mary Jane Godfrey
Town Clerk
Town of Fort Ann

Date: March 12, 1990

(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 WASHINGTON

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.

Edward M. Bartholomew Jr.

Attorney to the Town of Fort Ann

Date: March 12, 1990

Town of FORT ANN