

Madison County Mobile Home Park Code



Madison County, Illinois

CHAPTER 91: MOBILE HOME PARKS

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General Provisions

§91.01 SHORT TITLE.

This chapter shall be known, referred to and cited as the Mobile Home Park Code of Madison County, Illinois. ('77 Code, §110.01) (Ord. passed 6-9-75) Statutory reference: Mobile Home Park Act, see ILCS Ch. 210, Act 115 § 1 et seq.

§91.02 SCOPE.

It shall be unlawful for any person to operate or maintain upon any property owned or controlled by him, any mobile home park within the jurisdiction of the county, without first having secured a license therefor, in compliance with the provisions of this chapter. This chapter does not relieve persons owning mobile homes or persons owning mobile home parks for complying with any state law or regulation, or other county ordinance or zoning ordinance, or any municipal ordinance. ('77 Code, §110.01) (Ord. passed 6-9-75) Penalty, see §91.99.

§91.03 CONTINUED COMPLIANCE WITH PROVISIONS REQUIRED.

The person to whom license for a mobile home park is issued or transferred to shall at all times operate the park in compliance with this chapter and regulations issued thereunder, and shall provide supervision to maintain the park, its facilities and equipment in good repair and in a clean, orderly, and sanitary condition at all times. The license issued by the County Clerk shall be conspicuously posted in the office of the mobile home park at all times. ('77 Code, §110.01) (Ord. passed 6-9-75) Penalty, see §91.99.

§91.04 STATE DEPARTMENT OF PUBLIC HEALTH AND RULES AND REGULATIONS.

The rules and regulations for mobile home parks adopted by the State Department of Public Health, as amended from time to time and as are in effect, shall be the minimum standard or requirement acceptable to the County Board of Supervisors; excepting, however, when a higher standard or requirement shall be met. ('77 Code, §110.01) (Ord. passed 6-9-75) Penalty, see §91.99.

§91.05 CONFLICT WITH OTHER ORDINANCES.

This chapter shall supersede such other ordinances or parts of other ordinances of the county in conflict with the provisions of this chapter, provided that nothing herein shall in any way excuse or prevent prosecution of any previous or existing violation of any ordinance superseded hereby.

Whenever this chapter imposes a greater restriction than is imposed and required by other provisions of law or by other rules and resolutions, the more restrictive requirement shall apply. The provisions of a resolution governing lodging for transients, approved October 16, 1968, §97.20 through 74.25 are expressly repealed as the same pertains to the regulation of a trail park or camp or a place accommodating trailers when the same are constructed to be mobile home or mobile home parks as defined in §91.06. ('77 Code, §110.01) (Ord. passed 6-9-75) Cross reference: Lodging of transients, see §94.20 through 74.24.

§91.06 DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BUILDING, ACCESSORY. A detached subordinate building or structure, the use of which is customarily incidental to that of the main building or structure, and which is located on the same lot with the main building or use.

BUILDING CODE. The County Building Code

BUILDING, SERVICE. The building in which there is provided laundry facilities and other such facilities as may be required or permitted by this chapter.

BUILDING, PRINCIPAL. The main building or structure on a lot as distinguished from an accessory building.

CONSTRUCTION PERMIT. The certificate of approval for construction of the mobile home park issued by the building department as specified in §91.05

DEPARTMENT. The Illinois Department of Public Health.

DWELLING. Any building or portion thereof designed or used exclusively as living quarters for one or more families, other than hotels, motels, tourist homes, clubs, hospitals or similar uses.

LICENSE COMMITTEE. A committee consisting of the following officials of the county or their duly authorized representatives, the License Committee of the County Board of Supervisors.

LICENSE. A certificate issued by the County Clerk allowing the operation of the mobile home park under the provisions of this chapter and the applicable provisions of the Zoning Code.

MOBILE HOME. A structure designed for permanent habitation and so constructed as to permit its transport on wheels, temporarily or permanently attached to its frame, from the place of its construction to the location, or subsequent locations, at which it is intended to be a permanent habitation and design to permit occupancy as a dwelling place for one or more persons. However, any such structure served by individual utilities and resting on a permanent foundation, with wheels, tongue and hitch permanently removed, shall not be construed as a **MOBILE HOME**.

MOBILE HOME DEPENDENT. A mobile home which does not have toilet and bath or shower facilities.

MOBILE HOME INDEPENDENT. A mobile home with self-contained toilet and bath or shower facilities.

MOBILE HOME PAD. That portion of the mobile space designed to be occupied by the mobile home.

MOBILE HOME PARK. A tract of land or two or more contiguous tracts of lands upon which two or more independent mobile homes are located for permanent habitation either free of charge or for revenue purposes, and shall include any building, structure, tent, vehicle or enclosure used or intended for use as a part of the equipment of the mobile home park.

MOBILE HOME SPACE. The lot on which the mobile home is located for permanent habitation.

MOBILE HOME SITE. Mobile home site shall be synonymous with mobile home space.

PERMANENT HABITATION. A period of two or more months.

RESIDENCE. A stationary detached principal building.

RULES AND REGULATIONS. The rules and regulations adopted pursuant to the Mobile Home Park Act as issued and enforced by the State Department of Public Health.

RECREATION VEHICLE. Every vehicle originally designed or permanently converted and primarily used for living quarters or for human habitation and not used as a commercial vehicle, including any house, car, house trailer, camper or private living coach.

ZONING ORDINANCE. The Zoning Code for the county, Chapter 93.

LICENSING REGULATIONS

§91.15 CONSTRUCTION OF MOBLE HOME PARK; PERMIT REQUIRED.

(A) *License Committee.* In order to obtain the approval of the License Committee, the applicant shall first obtain the approval of the Zoning Board of Appeals and the County Board of Supervisors. Then application may be made to the Committee. The applicant must submit the written approval of the zoning change. In conjunction with this, the applicant must make application to the State Department of Public Health for a permit. Upon approval by the Committee, then application may be made to the County Building Department for the construction permit. No permit shall be issued by the Building Department until such time as they receive a written approval from the Committee.

(B) *Committee Approval.* In order to obtain approval of the Committee, the following information must also be submitted.

- (1) The full name and address of the applicant or applicants, or names and addresses of the partners of the applicant if a partnership, or the names of and

addresses of the officers if the applicant is a corporation, and the present or last occupation of the applicant at the time of the filing of the application.

- (2) The location and legal description of the tract of land upon which it is proposed to operate and maintain a mobile home park.
- (3) Proposed and existing facilities at the mobile home park for sewage, garbage and waste disposal; for water supply; fire protection; and for a sanitary community building, if provided; and the proposed alterations therein and maintenance thereof.
- (4) The proposed method of lighting the structures and land upon which the mobile home park is to be located.
- (5) The park plans of the mobile home park, building plans and specifications for existing building and facilities or the plans and specifications for new buildings and facilities or the proposed alterations in existing facilities, all as may be required by the provisions of this code and the rules and regulations of the State Department of Public Health.
- (6) A statement of the fire-fighting facilities, public or private, which are available to the mobile home park.
- (7) An affidavit of the applicant as to the truth of the matters contained in the application shall be attached thereto. Each application fee shall be paid to the County Clerk in cash or by a separate certified check or United States money order in the amount of the application fee; the application fee once paid to the Clerk shall not be refunded. Each application shall be accompanied by an application fee of \$25.

(C) Amendment of the park plan. Once the Board has approved the permanent park plan, the applicant may amend the plan only by the following procedures.

- (1) The applicant shall first submit a written request or amendment of the park plan to the Committee and the Building and Zoning Department. This request shall include a detailed explanation of the amendment; including an impact statement.
- (2) Each amendment request shall be accompanied by the amendment fee of \$15. Each such fee shall be paid to the Clerk in cash or by a separate certified check or United States money order in the amount of the amendment request fee; this application fee once paid to the Clerk shall not be refunded.
- (3) Only upon the receipt of the written consent of the Building and Zoning Department shall an amendment request be considered approved and shall the applicant construct a mobile home park varying from the park plan approved by the Board.
- (4) The Building and Zoning Department shall approve an amendment request only upon showing by the applicant that the amendment will conform to this chapter, the Zoning Code, Chapter 153, and the rules and regulations. ('77 Code, §110.05) (Ord. passed 6-9-75)

§ 91.16 LICENSE FOR MOBILE HOME PARK REQUIRED.

(A) *Inspection for conformity.*

- (1) If a permit to construct a mobile home park has been issued, the applicant upon completion thereof shall notify the license investigator who shall then inspect the mobile home park to determine whether the provisions of this code have been met and shall forward his findings and report to the License Committee. If the Committee finds the mobile home park constructed in accordance with the accepted application, the County Clerk shall issue the license.
- (2) The Committee or any member thereof or any representative thereof and any authorized representative of the State Department of Public Health or the State Department of Revenue is authorized to enter upon the premises of any existing mobile home park or any proposed mobile home park for which a permit or license has been issued at any reasonable time without further authorization in order to inspect the premises and perform the duties provided for herein. The Committee shall inspect, at least twice a year, each mobile home park licensed under this code to determine compliance and shall note, and act upon each violation.

(B) *Refusal and revocation of license.*

- (1) Any person refused a license or whose license is suspended or revoked shall have the right to a hearing before the Committee. The Committee shall notify, in writing, the applicant or licensee stating the reasons for refusal or revocation of license.
- (2) If a special use permit is required in accordance with the Zoning Code and the permit is revoked by the Zoning Board of Appeals, the license to operate and maintain a mobile home park shall become null and void.

(C) *Issuance of license, expiration and renewal.* No person shall establish, maintain, conduct or operate a mobile home park after the adoption of this code without first obtaining a license from the County Clerk. This license shall expire midnight, June 30 of each year and the license shall be renewed from year to year upon payment of the annual license fee. All licenses to operate a mobile home park shall be prominently displayed in the office of the mobile home park. All licenses issued under this chapter shall be nontransferable without the written consent of the Committee.

(D) *Annual license fee.*

- (1) In addition to application and permit fees, the licensee shall pay the Clerk on or before June 30 of each year an annual license fee which shall be \$50. Each license fee shall be paid to the Clerk in cash or by a separate certified check or United States money order in the amount of the license only; any license fee or any part once paid to and accepted by the Clerk shall not be refunded.
- (2) Any license fees paid prior to June 9, 1975, to the county shall be deducted from the amount due to the county. ('77 Code, § 110.06) (Ord. passed 6-9-75)

LOCATION, DESIGN AND REQUIREMENTS

§91.20 PARK LOCATION

- (A) Each mobile home park licensed or to be constructed under this code shall be constructed, operated, and maintained in accordance with this subchapter.
- (B) Mobile home parks shall be constructed so as to provide a well drained site and shall be constructed so as to be free from marshes, swamps or other potential breeding places for insects and shall not be subject to flooding or ponding. ('77 Code, § 110.10) (Ord. passed 6-9-75) Penalty, see §91.99

§91.21 PARK LAYOUT.

- (A) The arrangement of mobile homes within the mobile home park shall conform to the applicable provisions of the Building Regulations, Chapter 90 and Zoning Code, Chapter 93.
- (B) Paved walkways at least four feet wide shall be provided in the immediate vicinity of the service building and shall be adequately lighted.
- (C) Access roadway for ingress and egress shall be the same type of pavement as within the mobile home park, or shall be constructed according to the standards of the owning authority of the improvement surface of the adjoining public road, subject to the following conditions:
 - (1) Driveway or access way within the mobile home park shall be provided with a dust-free, smooth riding surface and pavement sub-base course or its equivalent to afford property sub-surface drainage.
 - (2) Driveways or access ways within the mobile home park shall not be less than 24 feet in width, including the concrete or bituminous curb and gutter of the mountable type. Streets shall be bounded by concrete curb and gutter not less than six inches in thickness and have a minimum width of 24 inches, or equivalent drainage facilities in order to control and disperse the necessary storm drainage.
- (D) All mobile homes shall be placed upon a concrete pad 4 inches in thickness and shall be reinforced by wire mesh. The minimum size pad that will be accepted will be 12 x 55 feet. A permanent type footing and foundation is not required but would be accepted and this would have to meet the requirements of the Building Regulations, Chapter 150 so far as permanent structures are concerned. The entire area of the lot upon which the mobile home and pad and accessory pad is placed shall be maintained free of weeds and grass and debris.
- (E) An off-street parking pad shall be required. This pad shall meet the following requirements. An off-street parking pad shall be provided for at least two cars. This pad shall be a minimum size of 10 x 40 feet or 20 x 20 feet. This pad shall be of poured concrete at least 4

inches in thickness and shall be reinforced by wire mesh. Additional off-street or on-street parking to be provided shall be in compliance with the requirements of the Building Regulations, Chapter 150 and Zoning Code, Chapter 93. This shall be of a dustless or weather surface.

- (F) Patio pads are permitted, but pads shall be of poured concrete and shall be reinforced by wire mesh.
- (G) All mobile homes shall be provided with a mobile home space with a minimum of 3,200 square feet on parks in existence prior to September 1, 1971. In any new courts or spaces, spaces shall contain at 6,000 square feet. Any mobile home court in existence prior to the adoption of this code shall be permitted to remain in its present condition. Any new mobile home parks or additions to existing mobile home parks shall be required to comply with all of the present rules and regulations in effect.
- (H) All mobile home spaces must be numbered in a uniform manner that is visible from the street. ('77 Code, § 110.11) (Ord. passed 6-9-75) Penalty, see §91.99

§91.22 FIRE PROTECTION

- (A) Mobile home parks and the mobile homes therein shall have such fire prevention or firefighting equipment to comply with state laws and the rules and regulations adopted by the Department of Public Health and approved by the State Fire Marshal.
- (B) Inspection of any equipment and enforcement of any rules and regulations adopted pursuant to this section shall be performed by the deputy of the State Fire Marshal and local law enforcement agencies in the county or municipality where the mobile home park is located. ('77 Code, § 110.12) (Ord. passed 6-9-75) Penalty, see §91.99

§91.23 SERVICE BUILDINGS AND SERVICE BUILDING REQUIREMENTS

A convenience service building providing laundry facilities or office and storage accommodations may be constructed in the mobile home park. However, if such building and facilities are provided, the following regulations shall apply:

- (A) Such building shall be located at least 15 feet from any mobile home, and at least en feet from any mobile home space.
- (B) Shall be conveniently located, well constructed, having good natural and artificial lighting, adequate ventilation and floors of concrete or similar impervious materials.
- (C) Shall be maintained at a temperature of at 70 ° F. during the period from October 1 to May 1.

- (D) The convenience service building may be provided with toilet rooms. If provided, there shall be separate facilities for each sex, plainly marked by appropriate signs. Each water closet shall be placed in a separate compartment properly separated from other water closets, shall be not less than three feet wide, and shall be enclosed with property partitions. Each toilet room shall be completely enclosed and shall be properly ventilated with exhaust fans. No laundry trays shall be located in the toilet rooms.
- (E) An adequate supply of hot and cold water shall be provided at all times in the convenience service building for laundry facilities.
- (F) All applicable provisions of the rules and regulations, building code, electrical code, plumbing code, heating code and Zoning Code, shall be complied with.
- (G) Convenience service building designed or intended for use by dependant mobile homes shall not be permitted.
- (H) When community kitchens, dining rooms, or other facilities are provided, such facilities and equipment as are supplied must be maintained in a sanitary condition and kept in good repair and subject to such rules and regulations as may be issued by the State Department of Public Health. ('77 Code, § 110.13) (Ord. passed 6-9-75) Penalty, see §91.99

§91.24 WATER SUPPLY.

- (A) A safe and potable supply of water under pressure capable of furnishing a minimum of 200 gallons per day per mobile home space, shall be provided in each mobile home park. The number of mobile home spaces to be occupied in the mobile home park shall be limited by the quantity of water available to supply each mobile home with the minimum requirements. Each mobile home space shall be provided with individual cold water tap, not less than three-fourths inch in diameter and terminate at least four inches above finished ground level. The plans and specifications of the water distribution system shall be approved by the State Department of Public Health.
- (B) Where an approved public supply of water is immediately adjacent or within an economically feasible distance, as determined by the owner's qualified engineering representative, connection shall be made thereto and its supply shall be used exclusively. An independent water supply to serve the mobile home park may be permitted only after:
 - (1) A permit has been denied to connect onto a public water supply system; and
 - (2) Expressed approval has been granted in writing by the County Board of Supervisors; and
 - (3) The plan and specification for the water system have been approved by the

State Department of Public Health. ('77 Code, § 110.14) (Ord. passed 6-9-75)
Penalty, see §91.99

§91.25 SEWAGE DISPOSAL.

- (A) Each mobile home shall be served by a central sewage collection system and each mobile home shall be provided with at least a four-inch sewer connection. The sewer connection shall be provided with suitable fittings so that a water-tight, self-draining connection can be made between the mobile home and the sewer connection. Such individual mobile home connection shall be so constructed so that they can be closed when not linked to a mobile home and shall be so capped as to prevent any escape of odor or gas. All water or waste shall be approved by the State Department of Public Health and local government.

- (B) All mobile home parks shall have a centralized sewage disposal system. No individual septic system will be permitted. An independent sewage system to serve the mobile home park shall be permitted only after:
 - (1) A permit has been denied to connect to a public sewage collection system; and
 - (2) Expressed approval has been obtained from the owner's qualified engineering representative; and
 - (3) Expressed approval has been granted in writing by the County Board of Supervisors; and
 - (4) The plans and specifications for the sewage system have been approved by the State Department of Public Health. . ('77 Code, § 110.15) (Ord. passed 6-9-75) Penalty, see §91.99

§91.26 PLUMBING REGULATIONS.

All plumbing in the mobile home park shall comply with the plumbing codes and regulations as established by the state and shall be inspected and approved by the County Building Department. ('77 Code, § 110.16) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.27 REFUSE DISPOSAL AND PEST CONTROL.

Satisfactory containers, racks, or holders in accordance with the rules and regulations adopted by the State Department of Public Health, shall be provided at permanent locations convenient to mobile home spaces. Incinerators shall not be permitted. ('77 Code, § 110.17) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.28 LIQUID AND GAS PIPING AND STORAGE.

- (A) All piping from outside fuel storage tanks or cylinders to heating and/or cooking units in mobile homes shall be not less than standard weight, wrought iron or steel pipe or brass or

copper pipe of iron pipe size or equivalent, and shall be permanently installed and securely fastened in place. All such fuel lines shall be provided with a stopcock at the outlet of the fuel container and another stopcock just before the fuel line enters the mobile home.

- (B) All fuel storage tanks or cylinders shall be securely fastened in place and shall not be located inside or beneath the mobile home or less than 15 feet from the mobile home front door. Fuel storage shall be permitted in tanks or containers mounted on an incombustible frame at the rear of the mobile home. Oil fuel containers shall be properly vented and shall not exceed 300 gallon capacity; liquid petroleum and other such gaseous fuel containers shall not exceed 500 gallon capacity. All fuel lines crossing the ground shall be buried to the depth of one foot. ('77 Code, § 110.18) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.29 ELECTRICAL DISTRIBUTION LINES AND SERVICE.

- (A) All new additions after November 1, 1972, to mobile home parks in existence prior to November 1, 1972, and all new mobile home parks after November 1, 1972, shall have all of their electrical distribution lines and all electrical lines, buried at least 18 inches below ground surface and at least one foot radial distance from sewer, water, or gas lines.
- (B) Electrical connections for each individual mobile home space shall be provided and each such connection shall supply 220 volts A.C. and shall be rated at not less than 100 amperes. No connected electrical extension cord shall lie on the ground or be suspended less than seven feet from the ground above appurtenances and shall be installed and maintained in accordance with applicable codes and regulations.
- (C) There shall be an average illumination of at least 150 watts every 150 feet or 40 watts per space at potential hazardous locations such as park entrances, street and walkway intersections, or steps in addition to the requirements of §91.21 (C). '77 Code, § 110.19) (Ord. passed 6-9-75) Penalty, see § 91.99

SUPPLEMENTARY REGULATIONS

§91.40 DEPENDENT MOBILE HOMES.

A dependent mobile home shall not be located in any mobile home park within the County. ('77 Code, § 110.20) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.41 ACCESSORY BUILDINGS.

- (A) No permanent addition shall be built onto or become part of any mobile home.
- (B) Temporary structures shall be permitted in accordance with the following provisions and requirements.
 - (1) All temporary structures shall be built of a fire resistant material. All temporary structures shall be in accordance with standards which provide for the health and safety of mobile home park residents.

- (2) Cabanas, patios or porches are permitted, but at least one side must be open except for screening for insects.
- (3) Temporary structures may be entirely enclosed if utilized for personal storage only. Such a structure shall not have an area exceeding 2.5% of the mobile home space, or 150 square feet, whichever is the lesser. ('77 Code, § 110.21) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.42 SKIRTING.

- (A) Skirting of a mobile home which completely encloses the otherwise exposed underneath portion of the mobile home is permitted. Partial, dilapidated or incomplete skirting is not permitted. No skirting is permitted which creates a safety or health hazard.
- (B) Such skirting shall have at least two inspection doors of a sliding or hinged type, located near the sewer riser and shall be a minimum of 25 inches in width each.
- (C) The installation of skirting of a mobile home is considered construction, and a permit must be obtained from the license investigator prior to the installation or construction of any skirting for any mobile home.
- (D) No skirting is permitted which is made of material which is not fire resistant. Materials other than metal are presumed not to be fire resistant. Non-metal materials are permitted only upon presentation to the license investigator of proof from the manufactures of such materials that such materials are in fact fire resistant. ('77 Code, § 110.22) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.43 TIE DOWNS.

Each mobile home must be tied down in a safe and secure manner. The mobile home owner and the mobile home park owner shall be responsible for the safe and secure tie down for each trailer. ('77 Code, § 110.23) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.44 OTHER SITE CONSTRUCTION.

No construction shall be permitted which will endanger the health and safety of the mobile home park residents. This included, but not limited to the following type of construction: fencing, drilling, carpports, lean-tos and other such changes in the character of the mobile home site. ('77 Code, § 110.24) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.45 STANDARDS OF CONSTRUCTION.

Any newly purchased mobile home used for human habitation and located within the county shall meet the United States of America Standards Institute/A119 1, 1969, edition, as revised periodically by July, 1972. ('77 Code, § 110.25) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.46 DISPLAY TITLE.

All mobile home parks shall display a certificate of title in accordance with the instructions of the Illinois Secretary of State. ('77 Code,§ 110.26) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.47 ENFORCEMENT OF SUPPLEMENTARY REGULATIONS.

- (A) Sections 91.40 through 91.47 are subject to 91.03, 91.80 through 91.82 and the provisions therein.
- (B) No construction of any type is permitted without a construction permit. No construction is permitted nor shall be approved which does not comply with this chapter, or which otherwise endangers the health and safety of the mobile home park resident. A construction permit must be obtained prior to any construction by a mobile home resident, a mobile home owner, or a mobile home park owner. Construction permits must be obtained from the License Investigator prior to any construction, including but not limited to, the construction of fences, storage sheds of any type, porches, canopies, skirting and any other construction of any kind. ('77 Code,§ 110.27) (Ord. passed 6-9-75) Penalty, see § 91.99

MAINTENANCE AND OPERATION REGULATIONS

§91.60 NOTIFICATION OF RULES AND REGULATIONS.

The mobile home park owner shall notify the mobile home residents of all applicable provisions of the mobile home park law and rules and regulations for mobile home parks and inform them of their duties and responsibilities required by this chapter. ('77 Code,§ 110.30) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.61 LOCAL RULES AND REGULATIONS.

- (A) The mobile home park owner shall draft and adopt a separate set of rules and regulations governing the maintenance of the mobile home park to keep its facilities and equipment in good repair and in a clean and sanitary condition. Under these rules and regulations, the mobile home park owner shall identify the responsibilities of the management to the mobile home owner and shall further identify the responsibilities of the resident in the mobile home park.
- (B) The local rules and regulations, established by the mobile home park owner, shall contain but not be limited to the control of pets, the storage of refuse and garbage, the design and construction of auxiliary structures, the control of abandoned and unlicensed automobiles, the control of the growth of weeds and grass, control of insects, rats and mice and all other rules and regulations necessary to maintain the mobile home park, its facilities and equipment in good repair and in a clean and sanitary condition.
- (C) The mobile home park residents shall be informed of the local rules and regulations governing the maintenance and operation of the mobile home park.

- (D) The local rules and regulations, established by the mobile home park owner, shall not relieve the mobile home park owner or caretaker of compliance with the state mobile home park law or rules and regulations for mobile home parks. ('77 Code, § 110.31) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.62 SUPERVISION AND RESPONSIBILITY.

- (A) The person to whom a license for a mobile home park is issued shall provide adequate supervision to maintain the mobile home park in compliance with the state mobile home park law and rules and regulations for mobile home park law and rules and regulations for mobile home parks and to keep its facilities and equipment in good repair and in a clean and sanitary condition.
- (B) The mobile home park owner and caretaker should inspect the mobile home park weekly to determine that the potable water supply, sewage treatment facilities, and water and sewage service connection are functioning in a safe and sanitary manner.
- (C) The mobile home park owner or caretaker should inspect the mobile home park daily to determine that the collection of garbage and refuse, cutting of grass and weeds, the storage of lumber and construction materials, and the removal of abandoned automobiles and equipment is being performed in a satisfactory manner.
- (D) The correction of all deficiencies, noted by the mobile home park owner or caretaker must be accomplished within 15 working days.
- (E) Each mobile home owner shall be responsible for the care and maintenance of his allotted mobile home site as specified in this subchapter. In addition, each mobile home park owner and/or caretaker shall be responsible for the care and maintenance of each mobile home space, all common grounds, roads and other areas controlled by himself or his renters, as specified in 91.60 through 91.68. ('77 Code, § 110.32) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.63 REGISTRATION.

Each mobile home park shall be provided with a custodian's office where each mobile home entering such park shall be assigned to a site, give a copy of the park rules and register according to the prescribed form. Such registration shall include the name address of the owner and every occupant of such mobile home and the square feet of floor space contained in such mobile home. Such registration shall also include the license number of such mobile home and of the towing vehicle. if there be any, and the state issuing such licenses. The registration shall be signed by the owner or operator of the mobile homes. Any person furnishing misinformation for purposes of registration shall be deemed guilty of a misdemeanor and punishable under the general statues for such offense. The registration records shall be neatly and securely maintained and no registration records shall be destroyed until six years have elapsed following the date of registration. The

register shall be available at all times for inspection by all law enforcement officers and by the Investigation Committee. ('77 Code,§ 110.33) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.64 COMMUNICABLE DISEASES.

The mobile home park owner or caretaker shall notify the License Committee immediately of any suspected communicable disease within the mobile home park. ('77 Code,§ 110.34) (Ord. passed 6-9-75) Penalty, see § 91.99

§91.65. AUTOMOBILES, UNLICENSED OR JUNK.

Vehicles which are unlicensed, or not in operating condition or junk, or derelict, or otherwise a nuisance are not permitted in the mobile home park. ('77 Code,§ 110.35) (Ord. passed 1-19-77) Penalty, see §91.99

§91.66 LUMBER OR BUILDING MATERIALS

- (A) No building materials shall be stored in a mobile home park.
- (B) No business shall be permitted in a mobile home park. No business is permitted to operate from a mobile home park. No merchandise or vehicles shall be stored or sold in a mobile home park.
- (C) No storage of goods and/or materials, no weeds, and no junk shall be permitted under a mobile home.
- (D) The entire mobile home space including under the mobile home shall be kept free of weeds, junk and storage. ('77 Code,§ 110.36) (Ord. passed 1-19-77) Penalty, see §91.99

§91.67 WEEDS OR REFUSE.

Weeds, or refuse and garbage, or storage of goods and/or materials, or pets, or junk, or rats and mice, or structures or other nuisances which create a health or safety hazard shall not be permitted in the mobile home park. ('77 Code,§ 110.37) (Ord. passed 1-19-77) Penalty, see §91.99

§91.68 OWNER OR DEVELOPER TO SECURE ZONING AND BUILDING PERMITS.

It shall be the responsibility of the owner and/or developer of the mobile home park to secure all property zoning and building permits. Upon completion of the development and/or individual pads, a final inspection shall be made on the mobile home park upon its completion and upon the completion and approval of the electrical service and the placement of the initial mobile home on the pad, this is to be inspected by the County Building Department. A certificate of occupancy must be issued to the lot or development in question prior to its initial usage. this shall be verified to the License Committee. ('77 Code,§ 110.37) (Ord. passed 6-9-75)

ADMINISTRATION AND ENFORCEMENT

§91.80 ENFORCEMENT.

- (A) Except when otherwise provided in this chapter the license investigator shall administer and enforce this chapter, including the receiving of applications and the inspection of premises.
- (B) Whenever any work or other activity is being done contrary to the provisions of this chapter or in case of any other violation of this chapter, the license investigator, his deputy, or his authorized representative may order the work stopped by notice in writing served on any person engaged in doing or causing such work to be done, and any person shall forthwith stop such work until authorized by the License Investigator or his authorized representative to proceed with the work.
- (C) Whenever a violation of this chapter occurs, any person including the license investigator or other duly authorized county official, in addition to and not by way of limiting other remedies available with or without issuance of a stop order as above provided may file a complaint therefore with the License Committee. The License Investigator or his deputy or authorized representative, may issue and/or serve a summons, citation or other process issued by the Committee for any violation and may prosecute the violator therefore in a court of competent jurisdiction. ('77 Code,§ 110.36) (Ord. passed 6-9-75)

§91.81 OFFICE OF LICENSE INVESTIGATION.

This office of License Investigation is charged with the enforcement of this chapter and the position of license investigator is created. ('77 Code,§ 110.36) (Ord. passed 6-9-75)

§91.82 REVOCATION OF LICENSE.

- (A) Any license issued to operate and maintain a mobile home park shall be subject to revocation or suspension by the License Committee. However, the Committee shall first serve or cause to be served upon the licensee a written notice by certified mail in which shall be specified the way or ways in which this licensee has failed to comply with the provisions of this chapter, or any rules or regulation promulgated by the County Board of Supervisors or the State Department of Public Health pertaining thereto. This notice shall require the licensee to remove or abate such nuisance, unsanitary or objectionable condition, or other objectionable violation specified in such notice within 15 days. For the purpose of 91.03 through 91.05 and 91.80 through 91.82, objectionable conditions shall include in its meaning, a failure to comply with the provisions of 91.60 through 91.68. If the licensee fails to comply with the terms and conditions of this notice within the time specified or such extended period of time, the Committee may revoke or suspend such license.
- (B) Any person refused a permit to construct or alter a park, or a license, or whose license is suspended or revoked, shall have the right to a hearing before the Committee. A written notice of a request for such a hearing shall be served upon the Committee within ten days of such refusal of a permit to construct or alter, or refusal of a license or suspension or revocation thereof.

- (C) The hearing shall be conducted by the Committee, or a duly qualified employee of the Committee designated in writing by the License Investigator as a hearing officer.
- (D) The Committee may compel by subpoena or subpoena duces tecum the attendance and testimony of witnesses and the production of books and paper, the administer oaths to witnesses. The hearing shall be conducted as such place as designated by the Committee, except that such hearing shall not b e conducted outside the County. The license investigator shall give written notice of the time and place of hearing, by registered mail to the park operator or license applicant, as the case may be at least ten days prior to such hearing.
- (E) In event of the inability of any party, or the Committee, to procure the attendance of witnesses to give testimony or produce books and papers, such party or the Committee, may take the deposition of witnesses in accordance with the provisions of the laws of this state. All testimony taken at a hearing shall be reduced to writing, and all such testimony and other evidence introduce at the hearing shall be a part of the record of the hearing. Upon request in writing a transcript of the proceedings shall be provided by the county to the person, or party whose license was suspended or revoked or refused a permit to alter or construct or park at a cost of \$.25 per page.
- (F) The Committee shall make finding of fact in such hearing, and shall render its decision within 30 days after the termination of the hearing, unless additional time is requested for a proper disposition of the matter. It shall be the duty of the license investigator to forward a copy of the decision, by registered mail, to the park operator or applicant, as the case may be, within five days after the rendering of such decision.
- (G) Technical errors in the proceedings before the Committee or their failure to observe the technical rules of evidence shall not constitute grounds for the reversal of any administrative decision unless it appears to a court that such error or failure materially effects the rights of any party and results in substantial injustice to him.
- (H) All subpoenas issued by the Committee may be served as provided in a civil action. The fees of witnesses for attendance and travel shall be the same as the fees for witnesses before the circuit court and shall be paid by the party of such proceeding at whose request the party was produced. The witness fee shall be paid as an administrative expense if the witness is produced by the Committee.
- (I) In cases of refusal of a witness to attend or testify, or to produce books or papers, concerning any matter upon which he might be lawfully examined, the circuit court of the county wherein the hearing is held, or a judge thereof, upon application of any party to the proceeding, may compel obedience by proceeding for contempt as in cases of a like refusal to obey a similar order of the court.
- (J) The Committee shall at the time of conducting the hearing provided herein have an advisory member of the Madison County Mobile Home Association certified in writing by the association's governor and secretary as the chosen and qualified representative of the association for this purpose.

- (K) The decision of the Committee is declared to be a "final decision" in this proceeding and a further appeal to the County Board of Supervisors is not necessary to exhaust administrative remedies.
- (L) The Administrative Review Act (ILCS Ch. 735, Act 5 § 3-101 et seq.), approved May 8, 1945, and all amendments and modification thereof,, and the rules adopted pursuant thereto, shall apply to govern all proceeding for judicial review of final administrative decisions of the Committee hereunder. The Term **ADMINISTRATIVE DECISION** is defined as set forth in ILCS CH. 735, ACT 5 § 3-101. ('77 Code,§ 110.36) (Ord. passed 6-9-75)

§91.99 PENALTY.

- (A) A violation by any person, corporation, or otherwise, whether as principal, agent, employee, or otherwise, of any provision of this chapter shall be a misdemeanor and shall be subject to a fine up to \$500. Each day of the continued violation shall be considered a separate misdemeanor and shall subject the offender to the maximum penalties as herein specified.
- (B) Nothing herein shall limit any other right or remedy of the county or person of interest, including the right to obtain an injunction of any violation from a court of competent jurisdiction. ('77 Code, § 110.99) (Ord. passed 6-9-75)