Recreation Vehicle, Campground and Mobile Home Park Ordinance
of the
Town of Sullivan, Maine
Adopted June 13, 1988

A. Purpose

This ordinance has been drafted with the purpose to define and regulate Mobile Home Parks, RV Parks and Campgrounds, to establish minimum standards governing the site requirements, construction, and maintenance of said uses; to establish minimum standards governing utilities and required facilities; and to establish the duties of owners and operators of said uses and to establish penalties for violations.

B. Jurisdiction

This ordinance shall have jurisdiction over all property within the boundaries of the Town of Sullivan

Section 1. Definitions

Person: as used in this ordinance, persons, partnerships, firms, company, corporations, owners, lessees or licensees or their agents.

Recreational Vehicle (RV): A vehicle primarily designed as temporary living quarters for Recreation, camping, or travel; either with its own motive power, or mounted on or towed by another vehicle. An RV is used as a temporary shelter, not placed on a foundation, or permanently hooked to utilities.

Mobile Home: A structure designed and intended as a dwelling unit for location on a permanent foundation, including those facilities customarily associated with a dwelling unit in a residence, with utility connections provided for attachment to outside systems; and designed after fabrication to be transported on its own wheels to the site of placement.

Mobile Home Park: Land defined as a lot with 2 or more contiguous lots owned by the same person upon which more than 2 mobile homes are parked and occupied or available for occupancy.

RV Park or Campground: Land upon which (2) two or more RV’s are parked and occupied, or are available for occupancy, temporarily for recreational or camping purposes, or land upon which (2) two or more camping spaces are installed. A camping site or space incidental to a residence is excluded.

Park or Campground Space: The minimum prescribed dimension and area for each mobile home, RV, or campground space in this ordinance.

Access Road: A road constructed on the interior of a parcel which provides access to an RV, Mobile Home or Campground space, or service locations within the park or campground.
Section 2. Permits Required

A. Initial Permit: It shall be unlawful for any person to construct, maintain, operate, or alter a Mobile Home Park, RV Park, or Campground, without first obtaining a permit from the Sullivan Planning Board. An application for such a permit shall be reviewed under the requirements of this ordinance, and applicable State statues or regulations.

B. Initial Permit Application: Applications for a permit shall be subject to a fee of $25.00 for each mobile home, RV or campground site. Fees shall be paid to the Building inspector.

C. Permit-Method of Application and Requirements: Applications for permits shall be in writing, signed by the applicant who shall file with the application proof of ownership of the premises or of a lease or written permission from the owner thereof together with a complete set of plans drawn to scale not less than 100" to the inch showing the location of the proposed site, and which shall include:

1. The area and dimensions of the tract of land.
2. The maximum number, location and size of all mobile home, RV or campground spaces.
3. The location of any existing buildings and any proposed structures.
4. The location and width of roadways and walkways.
5. The location of wells, water and sewer lines and the sewerage disposal system.
6. Plans for landscaping a 25" strip of land parallel to the public right of way and between the said right of way and the mobile homes or any roadway or access road. Trees and shrubs shall be include in these plans subject to the approval of the Planning Board.
7. Overlay of USGS contour lines on the plan of the parcel.

D. Existing Use

1. All lawfully existing mobile home parks, RV parks, or campgrounds at the date of adoption of this Ordinance shall be permitted to continue in their existing configuration with regard to size of park spaces, number of spaces authorized, setbacks, road locations and widths. Expansion shall comply with the requirements of this Ordinance. A renewal permit shall be required annually.
2. For existing mobile home and RV parks, the first annual renewal permit applied for shall have attached a plan drawn to scale not less than 100' to the inch of the entire parcel, the location of each space on the parcel, any structures or buildings and their use, and the setbacks from parcel property lines of all said spaces and buildings from all lot lines, and normal high watermarks. *Fees for renewal permits shall apply.*

E. **Renewal Permits**

Applications for renewal shall be made **no later than May 1** of each year to the Code Enforcement Officer. A renewal permit shall be issued contingent with compliance with all regulations in this ordinance. The applicant shall provide a written statement that no changes have been made to the most recently reviewed permit application or apply to the Planning Board for review of any changes proposed as a Special Exception before a renewal permit is due or issued.

F. **Fees, Renewal Permits**

Fees for renewal shall be **$5.00** individual space or lot.

G. **Permit Restrictions**

No more than **15** (fifteen) permits for mobile home sites will be issued in a **12 (twelve)** month period commencing with the adoption of this ordinance.

H. **Inspection**

The Code Enforcement Officer is authorized and directed to make periodic inspection of all parks and campgrounds in order to determine compliance with this ordinance and the safeguarding of health, safety, and welfare of the occupants of said parks and campgrounds. He shall have the right to enter at reasonable hours any private or public property relating to uses governed by this ordinance in the pursuit of his responsibilities herein.

**Section 3. Utility and Service Requirements in Mobile Home Parks**

A. **Roadways**

For fire protection and prevention, every mobile home park shall have access to a public street by directly abutting thereon, or by means of a private hard surface road not less than eighteen feet wide. The roadways in a mobile home park shall have a minimum width of eighteen feet, with a right of way. Each mobile home shall have access to such a road. Any access road shall be continuous; or terminate with a turn-around of not less than **100** feet in diameter. Each roadway within a mobile home park shall have a minimum gravel base of **12** inches.
B. **Sanitation**

A potable, and safe water supply shall be piped underground to each space in sufficient volume to provide 200 gallons per day per space at an average pressure of 30 psi. The development of an independent water supply to serve the mobile home park shall be made only after express approval has been granted by the Building Inspector or Health Officer.

C. **Plumbing**

All plumbing in the mobile home park shall comply with State and local plumbing laws and regulations and shall be maintained in good operating condition.

D. **Sewage Disposal**

Mobile home parks shall be served by a public sewage system or by a private disposal system, which meets the requirements of local ordinances and State laws. Each mobile home space shall be provided with a satisfactory sewer connection. All sewage disposal apparatus including appurtenances thereto, shall be provided, maintained, and operated so as not to create a nuisance or health hazard.

E. **Registration**

Every mobile home park operator shall maintain a register containing a record of all mobile home occupants using the mobile home park. Such register shall be available to any authorized person inspecting the park, and shall be preserved for a period of at least one year.

F. **Electrical Installation and Outlet Requirements**

An electrical entrance supplying at least 100 Amps shall be provided for each mobile home space. The installation shall comply with all State and local Electrical Codes and Ordinances. Such electrical outlets shall be weatherproof. No power lines shall be permitted to lie on the ground or to be suspended less than 12 feet above the ground.

G. **Alterations and Additions**

1. No addition or change may be made to a mobile home without a building permit. Any application for a building permit must be accompanied by written permission of the park owner indication approval of the proposed addition or change.

2. Skirting shall not permanently attach mobile home to the ground, and must be of hardboard or quality composition board or equivalent thereto.
H. Location of Park with Respect to Roads

Every mobile home park shall have access to a currently maintained Town road by abutting thereon, or by means of a privately constructed road.

I. Access Roads

1. Access roads shall have a travel way of not less than 18 feet with 3 foot shoulders. Extensions of shoulders shall be not less than 3:1 slope. Each park space shall have access to such a road.

2. Access roads shall have a minimum gravel base of 12 inches.

J. Parking Areas

Each mobile home site shall have a minimum of two (2) parking spaces. Each parking space shall have a dimension of not less than 9 feet wide by 18 feet long. These may be provided on each mobile home space or within 50 feet of a mobile home space in common parking areas. Parking on access roads will not be permitted to satisfy this requirement.

Section 4. Specific Regulations for Mobile Home Parks

A. Locations

Mobile home parks shall be located where permitted by Town Ordinances, subject to the approval of the Planning Board based upon compliance with this ordinance.

B. Site

The park shall be located on a site, graded to insure drainage of surface water, sub-surface water, sewerage and freedom from stagnant pools.

C. Minimum Lot Size

The minimum lot size of a parcel used as a mobile home park shall be eight (8) acres.

D. Set-Back Requirement

1. No mobile home in a mobile home park may be located within 100 feet of any public right-or-way.

2. Setbacks of the mobile home or accessory structures from mobile home space lot lines shall be 35 feet from the front lot line, 25 feet from each side lot line.
E. **Minimum Mobile home Space**

Each mobile home space shall consist of an area of not less than 20,000 square feet, with a width measured at the setback to the line abutting an access road of not less than 100 feet.

F. **Trailers Excluded**

*No RV may be located in a mobile home park except by temporary town permit issued by the Building Inspector. Permits shall not be issued for a period greater than six (6) months.*

G. **Refuse and Garbage Disposal**

The storage, collection, and disposal of refuse shall not create a health hazard, rodent harborage, insect breeding areas, accident hazards, or odor. All such wastes shall be stored in covered, watertight, and animal proof containers. Collection shall be sufficiently often to prevent overflowing of refuse. Central collection points shall have container racks, holders, or other means for containing the refuse until collection. Such central collection points shall be indicated on the plan. The provisions of this section shall remain the responsibility of the park owner.

H. **Clearing of Vegetation and Buffer Strips**

1. A buffer strip of 25 feet in depth of natural evergreen vegetation shall be maintained along any town road right-of-way abutting the mobile home park parcel, and along side and rear lot lines of the parcel.

2. Clear cutting prior to submission of the plan to establish a mobile home park is prohibited. Natural vegetation and trees shall be retained wherever possible consistent with permitted construction of spaces, roads and utilities. Buffer strips of trees and evergreen vegetation shall be maintained wherever possible between spaces.

3. All buffer strips shall be shown on the plan. The Planning Board as a part of its review may require landscaping to establish buffer strips.

Section 5. **Specific Regulation for RV Parks and Campgrounds**

A. **Minimum RV or Campground Space**

Each RV or campground space shall contain an average of 2,500 square feet exclusive of access roads or driveways.
B. **Setbacks**

Setbacks of any RV or campground space or structures on shall be **100 feet** from the normal high water mark of any lake, pond, stream, river or body of water. With regard to the exterior perimeter of the parcel, setbacks of any RV or campground space or structure shall be **100 feet** from side, rear and front lot lines.

C. **Service Facilities**

Service facilities which meet the following specifications shall be provided and continuously maintained in sanitary condition and in good operating order at all times when the RV Park or Campground is open for business.

1. A source for a continuous, safe, and potable supply of water adequate in volume for the number of spaces.

2. Not less than one toilet for each sex, operated by running water, and meeting the State Plumbing Code, for the first five (5) RV or campground spaces. Additionally, one toilet as above for each sex shall be provided for each additional ten (10) RV or campground spaces.

3. For any RV park or campground one service building containing lavatories and showers with hot and cold running water for each sex, is required for each ten (10) spaces or fraction thereof.

D. **Interior Access Roads and Driveways**

Access roads and driveways constructed to serve the interior of the parcel and spaces shall have a minimum travel way of **18 feet** and three (3) foot shoulders. Culverts will be placed at all points of water courses and collection points. Runoff shall be directed to areas where it can be absorbed by the ground and not discharged in any pond, lake, stream or river.

E. **Refuse and Garbage Disposal**

The storage, collection and disposal shall not create a health hazard, rodent harborage, insect breeding areas, accident hazards, or odor. All such wastes shall be stored in covered, watertight, and animal proof containers. Collection shall be sufficiently often to prevent overflowing of refuse.

G. **Use of Park Spaces**

1. Spaces in RV parks or campgrounds may be used by travel trailers, camping trailers, truck campers, pick-up covers, motor homes, tents, or equivalent facilities originally manufactured for camping purposes.
2. Mobile homes are specifically excluded.

3. No buildings, structure, or shelter may be constructed on a RV or campground space except tent platforms.

4. No RV or campground space shall be conveyed, leased, or rented in a manner which grants or effects rights of ownership or title in said space.

5. No recreation vehicle shall be permanently connected to a water supply or septic system, nor any RV or campground space occupied for dwelling purposes except temporarily for camping as provided for herein.

Section 6. Enforcement and Penalties

It shall be the responsibility of the Code Enforcement Officer to investigate and document alleged violations of this ordinance. He shall prescribe in writing to the persons owning or operating any park or campground under by review of this ordinance, their actions required to remedy the violation(s) and set time limits for compliance. Failure to correct said violations in the time and manner prescribed shall require further action and remedies provided by law. The Board of Selectmen are authorized and shall bring such actions in equity or law as are proper, either upon request of the Code Enforcement Officer or of their own volition, to restrain, correct, or punish violations of this ordinance.

Penalties

Any person who violates any provision of this ordinance shall upon conviction be punished by a fine of $50.00 per day of violation.

Section 7. Conflict of Ordinances and Validity

A. Conflict of Ordinances and Validity

In any case where a provision of this Ordinance is found to be in conflict with a provision of any zoning, building, fire, safety, or health ordinance or code of the Town of Sullivan, Maine, existing on the effective date of this Ordinance, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.

B. Validity

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect and to this end the provisions of this Ordinance are hereby declared to be severable.
Section 8. Amendment of this Ordinance

A. On petition, or on their own motion the Selectmen may present warrants for consideration of the town to amend the regulations and provisions of this ordinance at a regular or special town meeting, a majority vote of the legal voters present is required.

B. The municipal officers shall fix the time and place of a public hearing on the proposed amendments or amendment and cause notice to be given in accordance with the laws of the State of Maine.

Effective Date

This Ordinance is effective on its date of passage and repeals and supersedes all prior ordinances for mobile home parks and recreational vehicle and campgrounds of the Town of Sullivan.