

Mobile Home Park Licensing Ordinance

300-156. License to operate required.

- A. It is unlawful to operate a mobile home park within the City of Vineland without a license to operate. All licenses to operate shall expire on December 31 of each year.
- B. The City Council must issue a license to operate for all authorized mobile or manufactured home spaces within a mobile home park prior to the issuance of certificates of occupancy for those spaces. Final site plan approval must be secured, and the mobile or manufactured home spaces must be constructed, before a license to operate can be considered.
- C. The City Council must find a proposed or existing park to be in compliance with this article and other applicable ordinances and must receive a report from the Department of Licenses and Inspections on the conditions of the park prior to the issuance or renewal of a license to operate.
- D. The number of mobile or manufactured home spaces included under a license to operate shall be equal to the number approved by the Planning Board during the review of an application for final site plan approval or as previously approved by the City prior to the passage of this article. Mobile or manufactured home spaces can be constructed and licensed by phases if so approved by the Planning Board.
- E. Mobile home parks may develop additional spaces in accordance with valid site plan approvals under the previous ordinance or to the limits of a Mobile Home Park (MHP) Zone, if a park is so zoned.
- F. Licensed parks located outside of MHP Zones must apply to the Zoning Board of Adjustment for a variance, in accordance with N.J.S.A. 40:55D-70d(2), to expand a nonconforming use and for final site plan approval.

§ 300-157. License to operate renewal; required information; inspection.

- A. License to operate renewal. Applications for license to operate renewals shall be made to the Director of the Department of Licenses and Inspections for submission to the City Council no later than December 10 of each year.
 - (1) The licensee shall submit four copies of a signed application form. If the park is owned by a corporation, the applicant shall give the name and address of each owner having 10% or more of the issued, outstanding capital stock of the corporation.
 - (2) The applicant shall also submit a copy of the approved mobile home park plan which shall clearly indicate all the constructed spaces and all the unconstructed spaces. All spaces, constructed and unconstructed, shall not exceed the total number of spaces approved by the Planning Board.
 - (3) The management shall provide an inventory of all developed spaces which shall include the identification of the space, the type of space (i.e., vacant, renter-occupied or owner-occupied), the owner of any space which is renter-occupied and any citations that may have been received during the licensing year being completed.
- B. Required information. In addition to the signed application form and a copy of the approved mobile home park plan, the applicant shall provide the Director of the Department of Licenses and Inspections with the name, address and telephone number of each of the following:
 - (1) The licensee.
 - (2) The officers of the corporation, if licensee is incorporated.
 - (3) The mobile home park manager.
 - (4) The maintenance supervisor of the water system.

- (5) The maintenance supervisor of the sewerage system.
 - (6) The maintenance supervisor of the park drives system.
- C. Annual inspection. The Department of Licenses and Inspections shall perform an annual inspection of each licensed mobile home park and shall report the results of the inspection to City Council prior to the issuance of the license to operate for the mobile home park. The Department of Licenses and Inspections shall notify the park manager at least 24 hours in advance of the annual inspection and shall inform him of the results of the inspection.

§ 300-158. Fees.

- A. The annual license to operate fee for the mobile home park shall be:
- (1) Two hundred dollars per park comprising 24 spaces or less.
 - (2) Two hundred dollars per park comprising 25 spaces or more, plus \$15 for each approved, constructed space in excess of 24 spaces, which is occupied by a mobile home or manufactured home or which is ready to receive a manufactured home.
- B. The annual license fee, or municipal service fee, for each mobile home space shall be \$10 per month for the remainder of calendar year 1999, \$12 per month for calendar year 2000, \$14 per month for calendar year 2001 and \$16 per month for calendar year 2002 (and until such time as it is recalculated) for each approved, constructed space which is occupied by a mobile home or manufactured home. These annual fees, due quarterly, shall be collected on the 10th day of January, April, July and October of each year.
- C. The fees collected under Subsections A and B shall comprise the total license to operate fee. Failure to pay either one shall constitute a violation and, in addition to penalties, the license to operate may be revoked.
- D. The fee for a transfer of a license to operate shall be \$100.
- E. No entrance fee shall be imposed on the mobile home or manufactured home owner by the licensee or by the park manager.

§ 300-159. Suspension or revocation of license; reinstatement.

The license to operate a mobile home park may be suspended or revoked by City Council at any time, if the park is in violation of any provision herein, upon 10 days' written notice to the licensee and manager of the park. The reason for the notice and the remedial action required shall be given. The licensee may request the opportunity to be heard prior to the effective date of the suspension or revocation. An application for reinstatement may be made at any time thereafter. Satisfactory proof that the violation has been corrected shall be required prior to reinstatement.

§ 300-160. Requirements for permits and certificates of occupancy.

- A. The granting of a license to operate by the City Council conveys no right to erect any building, install a mobile home and its support system or to do any other work which requires the issuance of a permit.
- B. No permit shall be issued prior to final site plan approval for any part of an authorized mobile home park.
- C. Permits to construct park improvements and the supporting systems for each mobile or manufactured home space shall be issued by the Construction Official.
- D. Certificates of occupancy. A certificate of occupancy shall be issued prior to the occupation of a mobile home. No certificate shall be issued unless all the required installations have been inspected

and approved by the appropriate officials.