

BOARD OF COUNTY COMMISSIONERS
SHERIDAN COUNTY, WYOMING

RULES AND REGULATIONS GOVERNING MOBILE HOME PARKS
SHERIDAN COUNTY, WYOMING

I certify that the attached is a true and correct copy of the rules of the Board of County Commissioners, Sheridan County, Wyoming relating to the Rules and Regulations Governing Mobile Home Parks, Sheridan County, Wyoming, adopted in accordance with Wyoming Statutes §§ 18-5-201 et seq. This rule supersedes all other rules previously filed.

Prior to adoption, this rule was made available for public inspection beginning on October 6, 2009 and notices of intended adoption were mailed to all persons requesting notice of proposed rules. The attached rules were adopted on December 1, 2009 pursuant to Resolution 09-12-163, of the Board of County Commissioners, Sheridan County, Wyoming.

The attached rules are effective immediately upon filing with the County Clerk.

Signed this ____ day of _____, 2010.

BOARD OF COUNTY COMMISSIONERS,
Sheridan County, Wyoming

ATTEST:

Steve Maier, Chairman

Audrey Koltiska, County Clerk

STATE OF WYOMING)
)
COUNTY OF SHERIDAN)

On this ____ day of _____, 20____, before me personally appeared Steve Maier, being first duly sworn, did say that he is the Chairman of the Board of County Commissioners, Sheridan County, Wyoming and that this instrument was signed and sealed on behalf of the said County by authority of said Board and he acknowledged said instrument to be the free act and deed of said Board.

WITNESS my hand and official seal.

Notary Public

My Commission expires

EXHIBIT 1, Revisions Recorded 01-11-2010

| <i>Old Section</i> | <i>New Section</i> | <i>Description</i> |
|-------------------------------------|--------------------|--|
| Certification page | | Changed format |
| Title page | | Changed title reference to: "Rules and Regulations Governing Mobile Home Parks, Sheridan County, Wyoming" |
| Table of Contents | | Added doc. title |
| Throughout document | | Changed Mobilehome to Mobil Home |
| Chapter I, Sec. 1, first paragraph | | "This Resolution is" changed to "These rules are..." |
| Chapter I, Sec. 1, second paragraph | | "This resolution" changed to "These rules..."; again within third sentence |
| Chapter I, Sec. 2 | | "This resolution" changed to "These rules..."; title changed to Rules and Regulations Governing Mobile Home Parks" |
| Chapter I, Sec. 3 | | Changed "This Resolution is" to "these rules are..." |
| Chapter II, Sec. 1.a. | | "this resolution" changed to "these rules" |
| Chapter II, Sec. 1.b.(9) | | "...this resolution" changed to "these rules who"... |
| Chapter II, Sec. 2.a. | | Changed "this resolution" to "these rules" twice |
| Chapter II, Sec. 2.b. | | Changed "this resolution" to "these rules" |

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| Chapter II, Sec. 2.d. | | Changed "this resolution" to "these rules who" |
| Chapter II, Sec. 2.e. | | Changed "this resolution" to "these rules" twice. |
| Chapter II, Sec. 3.a. | | Changed "this resolution" to "these rules" |
| Chapter II, Section 4.a. | | Changed "this Resolution" to "these rules" twice |
| Chapter II, Section 4.b. | | Changed "this Resolution" to "these rules" |
| Chapter II, Section 5. | | Changed "this Resolution" to "these rules" twice |
| Chapter IV, Section 1 | | Changed "Where this Resolution does not have" to "Where these rules have not" |
| Chapter IV, Section 6.a. | | Changed "this Resolution" to "these rules" twice |
| Chapter IV, Section 7 | | Changed "this Resolution" to "these rules" |
| Chapter IV, Section 8.a. | | Changed "Mobilehome Park Resolution" to "Rules and Regulations Governing Mobil Home Parks" |
| Chapter IV, Section 8.c. | | Changed "this Mobilhome Park Resolution" to "these rules" three times |
| Chapter IV, Section 8.d. | | Changed "this Resolution" to "these rules" |
| Chapter IV, Section 9.a. | | Changed "this Resolution" to "these rules" |

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| Chapter IV, Section 9.a.(11) | | Changed "this Resolution" to "these rules" |
| Chapter IV, Section 10 | | Changed "this Resolution" to "these rules" |
| Chapter IV, Section 11 | | Changed "this Resolution" to "these rules" |
| Chapter IV, Section 11.b. | | Changed "this Resolution" to "these rules" |
| Formatting | | Margins, font, font size, page numbers may differ from original document. |



RULES AND REGULATIONS
GOVERNING
MOBILE HOME PARKS
Sheridan County, Wyoming

Adopted: August 6, 1974

Amended: August 3, 1976
December 1, 2009

Rules and Regulations Governing
Mobile Home Parks

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RULES AND REGULATIONS GOVERNING
MOBILE HOME PARKS
Sheridan County, Wyoming

CHAPTER I

Section 1. Purpose and Scope. These rules are enacted to promote public health, safety and general welfare of the citizens within the County, safeguarding the best interest of the public, the landowner, the Mobile Home Park developer, and the investor; encouraging and promoting well planned Mobile Home Parks by establishing adequate standards for design and construction; and insuring the new Mobile Home Parks will contribute to the general development of the rural and future urban community, and the general community environment.

These rules shall apply to all of the unincorporated land within Sheridan County, Wyoming. It shall not include any existing Mobile Home Parks whose boundaries are established at the time of adoption of these rules by the Board of County Commissioners of Sheridan County, Wyoming, but shall apply to any internal changes, alterations, or redesign of the same.

Section 2. Short Title. These rules shall be known as the "Rules and Regulations Governing Mobile Home Parks, Sheridan County, Wyoming."

Section 3. Authorization. These rules are authorized by the Wyoming Statutes, Sections 18-281 to 18-289 (1955) and Chapter 6.1, Sections 18-289.1 to 18-289.9 (1967).

Date of Adoption: August 6, 1974

Date of Revision: August 3, 1976

Section 4. Definitions.

- a. Accessory Structure: Any additional structure either attached to a Mobile Home, or free standing, which is located on an individual Mobile Home space, including awning, patio cover, carport, cabana, porch, storage unit, shelter or screen.
- b. Building: A structure erected for permanent use within the Mobile Home Park.
- c. Easement: A specified use authorized by a property owner appurtenant to the land.
- d. License: A written document issued by the County Commissioners allowing a person to operate and maintain a Mobile Home Park under the provisions of this regulation.
- e. Location Map: A small scale map showing where the Mobile Home Park is located in relation to known highways, rivers, lakes, railroads or other obvious geological points of distinction.
- f. Lot Area: The total reserved for exclusive use of the occupants of a Mobile Home.
- g. Lot Line: A line bounding the lot as shown on the accepted plan.
- h. Mobile Home: A portable unit designed and built to be towed on its own chassis, with or without frame and wheels, connected to utilities and designed without a permanent foundation for year-round living. A unit may contain parts that may be folded, collapse, or telescoped when towed and expanded later to provide additional living space.
- i. Mobile Home Park: A parcel of land which has been planned or used for the placement of Two (2) or more rental Mobile Home lots utilized for living purposes.

- j. Mobile Home Lot: A parcel of land for the placement of a Mobile Home and the exclusive use of its occupants within a Mobile Home Park.
- k. Mobile Home Stand: That part of the Mobile Home lot which has been reserved for the placement of a Mobile Home.
- l. Permit: A written document issued by the County Commissioners authorizing the construction, alteration or expansion of a Mobile Home Park.
- m. Person: Any individual, firm, trust, partnership, public, or private association or corporation.
- n. Planning Commission: The Sheridan County Planning Commission.
- o. Rights-of-way: The area, either public or private, over which the right of passage exists.
- p. Service Building: A building providing toilet, lavatory, laundry machines, or other community facilities for use in common by occupants of the Mobile Home Park.
- q. Shall: Indicates that which is required.
- r. Site: A parcel of land consisting of one or more lots or portions thereof which is described by reference to a recorded plat or by metes and bounds.
- s. Water Connection: A connection consisting of all pipes, fittings and appurtenances from the water riser pipe to the water inlet pipes of the distribution system with the Mobile Home Park.
- t. Water Riser Pipe: That portion of the water supply system serving the Mobile Home Park which extends vertically to the ground elevation and terminates at a designated point at each Mobile Home Lot.

CHAPTER II

ADMINISTRATION

Section 1. Permit.

- a. It shall be unlawful for any person to construct, reconstruct, alter or extend any Mobile Home Park; hereafter, referred to as MHP within Sheridan County, unless a valid permit has been issued by the County Commissioners of Sheridan County in the name of the person for the specific construction, reconstruction, alteration, or extension proposed. The initial permit for construction shall be considered as a license for construction of the facility only. Upon completion and approval of construction and with assurance of compliance with any existing zoning ordinances, the applicant shall apply for and be granted initial permit for operation. Application for initial permit and the annual renewal of license shall conform to all requirements of these rules.
- b. All applications for permits shall contain the following:
 - (1) Name and address of the applicant.
 - (2) Location map and legal description of the MHP, compiled or certified by a land surveyor registered in the State of Wyoming.

- (3) Complete the engineering plans and specifications for the proposed MHP, including but not limited to:
 - (a) Area and dimensions of the tract of land.
 - (b) Contours to adequately show the topography of the area.
 - (c) The number, location and size of all individual Mobile Home lots.
 - (d) The location and width of roadways and walkways and parking spaces.
 - (e) The location of water and sewer lines and riser pipes.
 - (f) Plans and specifications of the water supply and refuse and sewage disposal facilities.
 - (g) Floor plans of all buildings and central storage areas constructed to be constructed.
 - (h) The location and plans of the lighting and electrical systems and telephone service.
 - (i) The location and plans of the recreation and open space areas.
 - (j) A preliminary copy of the management's rules and regulations (as in Section 4.1.3).
 - (k) The location of storm drains and catch basins.
- (4) The application for MHP Permit shall be accompanied by a copy of a valid permit issued by the State Department of Environmental Quality or other appropriate state agency; this shall indicate that the plans and specifications have been reviewed and approved by the appropriate State enforcing agency.
- (5) All applications shall be accompanied by the applicable fee(s) as set by the Board of County Commissioners. These fees may be revised periodically by the Board of County Commissioners.
- (6) All applications shall be accompanied by the applicable fee(s) as set by the Board of County Commissioners payable to the fire district and into the Fire Districts' Capital Improvement Fund. This fee shall be paid upon final approval of the application. These fees may be revised periodically by the Board of County Commissioners. Where the Mobile Home Park is not located in an established Fire District, the fee shall be paid into the County General Fund.
- (7) The Planning Commission shall act on each application within 90 days.
- (8) Upon referral from the Planning Commission, the County Commissioners shall act on each application within 60 days.
- (9) Any person whose application for a permit under these rules who has been denied may request, within Thirty (30) days, and shall be granted a hearing on the matter before the Planning Commission.

(10) The applicant must complete all construction within Two (2) years after approval of permit. If construction is not completed within two years, the permit is automatically invalid and the applicant must file a new application. An extension of time for construction may be granted by the Board of County Commissioners if justified, upon formal request by the applicant. The applicant may schedule his construction development in stages; whereby, each stage will be applicable to the two year construction limit.

Section 2. License

- a. It shall be unlawful for any person to create, operate or administer any MHP within Sheridan County unless such person has been issued a valid license reviewed annually by the Board of County Commissioners. The annual license and fees shall apply to all MHP including those in existence prior to the time of adoption of these rules. All applications for license shall be made to the Planning Commission, whose recommendations shall be submitted to the County Commissioners. The County Commissioners shall issue a license upon compliance by the applicant with the provisions of these rules.
- b. Any person holding a valid license shall give notice in writing to the Planning Commission within Fourteen (14) days after having sold, transferred, or otherwise disposed of interest in or control of such MHP. Upon application in writing for transfer of license and fee, the license may be transferred if the MHP is in compliance with all applicable provisions of these rules. All applications shall be accompanied by the applicable fee(s) as set by the Board of County Commissioners. These fees may be revised periodically by the Board of County Commissioners.
- c. Application for an annual renewal of a license shall be in writing, signed by the applicant, accompanied by a verification of the applicant as to the truth of the application. All applications shall be accompanied by the applicable fee(s) as set by the Board of County Commissioners. These fees may be revised periodically by the Board of County Commissioners. The application for renewal shall also contain: the name and address of the applicant, the location of the MHP and the legal description of the MHP. Any changes in the information submitted since the latest license was issued shall also be included in the renewal application.
- d. Any person whose application for renewal of a license under these rules who has been denied may request, within Thirty (30) days of denial, and shall be granted a hearing on the matter before the Planning Commission.
- e. Whenever, upon inspection of any MHP, the Planning Commission finds that conditions or practices exist which are in violation of these rules, the Planning Commission shall give notice in writing to the person to whom the license was issued that such conditions exist which are in non-compliance with these rules, and unless such conditions are corrected, the County Commissioners may suspend the license, and the Planning Commission shall give notice in writing of such suspension to the person to whom the license was issued.

Section 3. Inspection of Mobile Home Park Developments.

- a. The appropriate Health Authority or Inspector of the Planning Commission is authorized and directed to make such inspections as are necessary to determine satisfactory compliance with these rules.
- b. The appropriate Health Authority shall have the power to inspect the register containing a record of all residents of the MHP.

Section 4. Notices, Hearings and Orders.

- a. Whenever the Planning Commission determines that there are reasonable grounds to believe that there has been a violation of any provision of these rules, the Planning Commission shall give notice of such a violation to whom the permit or license was issued, as hereinafter provided. Such notice shall: (a) be in writing; (b) include a statement of the reasons for its issuance; (c) indicate a maximum time of Thirty (30) days for the performance of any act it requires; (d) be considered properly served when sent by registered mail; contain an outline of remedial action which would be considered to comply with the provisions of these rules.
- b. Any person affected by any notice which has been issued in connection with the enforcement of any provision of these rules, may request and shall be granted a hearing on the matter before the Planning Commission. Such hearing shall be conducted according to the rules of procedure adopted by the Planning Commission.
- c. Whenever the Planning Commission finds that an emergency exists which require immediate action to protect the public health, the County Commissioners may without notice or hearing, issue an order reciting the existence of such an emergency, and requiring that such action be taken as the County Commissioners may deem necessary to meet the emergency.

Section 5. Exemptions. Where the Planning Commission finds that compliance with the provisions of these rules would result in undue hardship, a temporary exemption may be granted by the Planning Commission without impairing the intent and purpose of these rules. A temporary exemption shall not be considered valid after a period of Three (3) months from date of issuance. Prior to consideration by the Planning Commission of a temporary exemption, a petition stating the specific reasons for the exemption shall be submitted to the Planning Commission.

CHAPTER III

ENVIRONMENTAL, OPEN SPACE AND ACCESS REQUIREMENTS

Section 1. General.

- a. A Mobile Home Park shall be located only upon property which is zoned for Mobile Home Parks, if such controls exist.
- b. No part of any MHP shall be used for nonresidential purposes. Nothing contained in this section shall prohibit the sale of Mobile Homes located in the MHP and connected to the service utilities. Sale or transfer of simple title to lots, shall be deemed a subdivision.
- c. Conditions of soil, groundwater level, drainage and topography shall not create hazards to the property adjacent to properties, or the health and safety of the occupants. The site when established shall not be exposed to adverse environmental influences.

Section 2. Objective. Site Planning improvements shall consider or give consideration to:

- a. Facilities and amenities appropriate to the needs of the occupants.
- b. Safe, comfortable and sanitary use by the occupants under all weather conditions.
- c. Practical and efficient operation and maintenance of all facilities at reasonable costs.

Section 3. Density.

- a. The maximum density of Mobile Home shall be regulated by separation requirements and recreation area requirements as set forth in this standard. Density will vary with different sized of Mobile Home units, accessory structures used in the park and in the type of layout proposed.
- b. No more than One (1) Mobile Home shall be located on One (1) Mobile Home lot.
- c. The accumulated occupied area of the Mobile Home and its accessory structures on a single Mobile Home lot shall not exceed one-half (1/2) of the respective lot area.

Section 4. Recreational Requirements. A minimum of Eight (8%) percent of the gross area of the Mobile Home Park, or not less than Five Thousand (5, 000) square feet shall be reserved and planned for recreational development. These reserved areas shall be provided with trees, grass, benches, and other recreational facilities appropriate for use by the park clientele.

Section 5. Setbacks and Clearances: Size and Lot Coverage.

- a. Mobile Homes shall be so located on each Mobile Home space that there shall be minimum setbacks of Twenty-five (25) feet from any building within the Park, Twenty-five (25) feet from any property line adjoining a public street, Twelve and one-half (12 ½) feet from all other property lines, Fifty (50) feet from a major arterial road. Setback requirements shall not apply to accessory structures on the respective Mobile Home space.
- b. Minimum clearance between Mobile Homes shall be Twenty-five (25) feet side-to-side, Twenty (20) feet end-to-end; Twenty (20) feet side-to-end, and Twenty (20) feet when units are located at other than right angles to the roadway or to adjoining units. Minimum clearance between Mobile Homes, including accessory structures shall be Ten (10) feet.
- c. The minimum area of a Mobile Home space designed to accommodate a single wide Mobile Home shall not be less than Four (4) times the area of the Mobile Home, and in any case, not less than Four Thousand (4,000) square feet; and a space designed to accommodate a double-wide Mobile Home shall not be less than Three (3) times the area of the mobile home, and in any case, not less than Five Thousand (5, 000) square feet. The aggregate area occupied by a Mobile Home and its accessory structures shall not exceed Fifty (50) percent of the area of the Mobile Home space.

Section 6. Roadways and Walkways

- a. All Mobile Home spaces shall front upon a private roadway which shall have unobstructed access to a public street or highway. Based upon design criteria for roadway widths of Ten (10) feet for driving lanes and Seven (7) feet for parking lanes, minimum roadway pavement widths within the Mobile Home Park shall be Thirty-four (34) feet for two-way roads with parking one side only, Twenty (20) feet for two-way roads with no parking, Twenty-four (24) feet for one-way roads with parking on both sides, and Fourteen (14) feet for one-way minor roads with no parking. All roadways within a Mobile Home park shall be a minimum of Five (5) inches concrete, a minimum of Three (3) inches asphalt paving or a minimum of Six (6) inches crushed gravel or scoria, with a smooth, hard and dense surface which shall be durable and well drained under normal use and weather conditions.
- b. Walkways not less than Thirty (30) inches wide shall be provided for access from the mobile homes to service buildings, to all public streets and to vehicle parking compounds. All such walkways shall be surfaced with Four (4) inch thick concrete paving, asphalt paving, or other permanent material.
- c. Street Grades: Streets shall be adapted to the topography and should have suitable alignment and gradient for traffic safety, satisfactory surface and ground water drainage, and proper

functioning of sanitary and storm sewer systems. Grades of all streets shall be sufficient to insure adequate surface drainage, but should not be more than Six (6) percent. Short runs with a maximum of Ten (10) percent may be permitted.

- d. Intersections: Street intersections should generally be at right angles. Off-sets at intersections and intersections of more than two streets at one point should be avoided.
- e. Street Lighting: Lighting shall be designed to produce a minimum of 0.1 footcandle throughout the street system. Potentially hazardous locations, such as major street intersections shall be illuminated with a minimum of 0.3 footcandle.

Section 7. The Mobile Home Lot.

- a. General. The limits of each Mobile Home lot should be marked on the ground with capped iron bars flush with the ground, placed at each lot corner. Location of lots on the ground shall be in accordance with the approved plans.
- b. Mobile Home Stand. The Mobile Home Stand shall be improved to provide adequate support for the placement and installation of the Mobile Home. Anchors or tie-downs, such as cast-in-place concrete "dead-men", eyelets imbedded in concrete, screw augers or arrowhead anchors shall be placed at least at each corner of the Mobile Home Stand and each device shall be able to sustain a minimum load of 4,800 pounds.
- c. Driveways. Improved driveways shall be provided on lots where necessary for convenient access to Mobile Homes. The minimum width shall be ten (10) feet.
- d. Patios. A 4 inch concrete patio, consisting of a minimum of One Hundred Eighty (180) square feet, shall be installed at each Mobile Home lot.
- e. It shall be the responsibility of the developer of the Mobile Home Park to provide, plant, and maintain trees at the minimum ratio of two (2) trees for each Mobile Home space and five (5) trees for each Five Thousand (5, 000) square feet of recreational area. Minimum size of trees at time of planting shall be twenty-four (24) inches above ground level. Dead trees shall be replaced within one year.
- f. Each Mobile Home space shall be provided with off-street parking space for two (2) vehicles. This may be provided totally on the Mobile Home space, or in parking compounds conveniently located in relation to the Mobile Home space they are intended to serve. Each parking space shall have a minimum width of nine (9) feet and a minimum depth of Twenty (20) feet. All parking spaces and parking compounds shall meet the requirements of Section 3.1.6. (A).
- g. Accessory Structures: Accessory structures may be constructed to provide additional storage or similar benefit to the individual Mobile Home; such structure shall not be used as a complete independent living unit. The use of accessory structures shall be directed according to the Management Rules of MHP.

CHAPTER IV

UTILITIES AND OTHER SERVICES

Section 1. Water Standards and Specifications.

- a. Where these rules have not established standards and specifications, standards from Wyoming Water Quality Rules and Regulations shall apply.
- b. An accessible, adequate, safe and potable supply of water shall be provided in each MHP, the quality of the water supply shall receive approval from the applicable local, state, and federal agencies. Where a public supply of water or satisfactory quantity, quality, and adequate pressure (not less than twenty pounds, nor more than eighty pounds) is available at the site or at the boundary of the site, connection shall be made thereto and its supply used exclusively.
 - (1) The water supply shall be capable of supplying a minimum of 250 gallons per day per Mobile Home. The applicant shall supply sufficient evidence showing test results of the capacity of the well. All well capacity tests shall be conducted by qualified personnel. (Draw down recovery test.)
 - (2) Every well or suction line of the water supply system shall comply with the applicable regulations of the appropriate local, state, or federal agency.
 - (3) No well casings, pumping machinery or suction pipes shall be placed in any pit, room, or space, extending below ground level nor in any room or space above ground which is walled in or otherwise enclosed unless such rooms have free drainage by gravity to the surface of the ground.
 - (4) The treatment of a private water supply shall be in accordance with applicable laws and regulations.
 - (5) Regardless whether surface or ground water sources are to be used, the developer is required to receive applicable permits from the Wyoming State Engineer.
- c. Water Storage Facilities.
 - (1) All water storage reservoirs shall be covered, watertight and constructed of impervious material. Overflows and vents of such reservoirs shall be effectively screened. Manholes shall be constructed with overlapping covers, so as to prevent the entrance of contaminated material.
- d. Water Distribution System.
 - (1) All water piping, fixtures, and other equipment shall be constructed and maintained in accordance with applicable local, state, and federal regulations and shall be of a type and in locations approved by the appropriate health agency.
 - (2) The water piping system shall not be connected with non-portable or questionable water supplies.
 - (3) The distribution system shall be designed and maintained as to provide a pressure of not less than Twenty (20) pounds and not more than Eighty (80) pounds per square inch, under all normal operating conditions at each Mobile Home stand.
 - (4) If the water system is capable of providing adequate fire protection then hydrants capable of no less than 500 GPM shall be provided and located within Five Hundred (500) feet of any Mobile Home, service building, or any other structure in the MHP. Each Mobile Home Park shall have available water storage for fire protection of not less than 10,000 gallons. If an adequate fire system cannot be provided with the water system, then the applicant shall provide an approved chemical system within the park.
- e. Individual Water Riser Pipes and Connections.

- (1) Individual water riser pipes shall be located within the area of the Mobile Home Stand.
- (2) Water riser pipes shall extend at least Four (4) inches above ground elevation. The pipe diameter shall be at least three-quarter (3/4) inch. The water outlet shall be capped when a Mobile Home does not occupy the lot.
- (3) Adequate provisions shall be made to prevent freezing of service valves and riser pipes and to protect riser pipes from heaving and thawing actions of the ground during freezing weather. Surface drainage shall be diverted from the location of the riser pipe.
- (4) A frost-proof water riser shall be provided on each Mobile Home lot.

Section 2. Sewage Disposal.

- a. General Requirements: An adequate and safe sewage system shall be provided in all Mobile Home Parks for disposing of all sewage. Where possible, connection shall be made to a public system. All sewage installations shall be designed, constructed and maintained in accordance with local, state and federal regulations.
- b. Sewer Lines. All sewer lines shall be located in trenches with a minimum depth of Five (5) feet under traffic and Two (2) feet in other locations. Sewer lines shall be at a grade which will insure a velocity of Two (2) feet per second when flowing full. The system shall be designed to handle a minimum flow of 350 gallons per day per Mobile Home lot. All lines shall be constructed of materials approved by the Planning Commission and shall be adequately vented, and joints shall be watertight.
- c. Individual Sewer Connections.
 - (1) Each Mobile Home Stand shall have a Four (4) inch diameter sewer riser pipe.
 - (2) The slope of any portion of the sewer connection shall be at least one-fourth (1/4) inch per foot. All joints shall be watertight.
 - (3) Provisions shall be made for sealing the riser pipe when a Mobile Home does not occupy the lot. Surface drainage shall be diverted away from the riser. The rim of the riser shall extend at least Four (4) inches above ground elevation.
- d. Sewage Treatment and Discharge. When not connected to a public sewer system, all proposed sewage disposal facilities shall be approved by the appropriate local, state, and federal health agencies prior to construction. Effluents from sewage treatment facilities shall be discharged only as permitted by the applicable local, state and federal regulations.

Section 3. Solid Waste Disposal System.

- a. Solid waste collection stands shall be provided for all waste containers. Such stands shall be built to avoid container deterioration and minimize spillage.
- b. Provisions shall be made to insure refuse collection at a minimum of once a week.

Section 4. Gas and Electrical Distribution Systems.

- a. All electrical wiring, fixtures, equipment and appurtenances shall be designed and constructed in accordance with all applicable electrical codes.

- b. Gas equipment and installations within the Mobile Home Park shall be designed and constructed in accordance with all applicable codes and regulations.
- c. Installation of gas and electrical distribution lines shall be underground.

Section 5. Requirements for Permanent Buildings. All rooms containing sanitary or laundry facilities shall:

- a. Have sound resistant walls extending to the ceiling between male and female sanitary facilities.
- b. Have at least one window with direct access to the outdoors which can be easily opened to assure adequate ventilation.
- c. Hot and cold water shall be furnished to every sink, bathtub, shower and laundry fixture, and cold water shall be furnished to every toilet fixture. Shower stalls, if installed, shall be of the individual type.

Section 6. Responsibilities of the Management.

- a. The person to whom a license for a Mobile Home Park is issued, shall provide adequate supervision to maintain the MHP in compliance with these rules and to keep its facilities and equipment in good repair and sanitary conditions. The management shall notify the residents of their duties and responsibilities under these rules.
- b. The management shall maintain a register containing a record of all Mobile Homes according to the State requirements.
- c. The management may adopt rules and regulations for the MHP.
- d. The management shall be available to Park residents via a prominently posted notice containing name, address and phone number. Parks with 20 or more Mobile Home lots shall have an office within the Park.

Section 7. Variance. If the developer requests a variance from any particular requirement of these rules, he must submit that request in writing to the Planning Commission at the time the Mobile Home Park application is submitted. Action on the request will then be taken when the application is reviewed during a Planning Commission meeting. The Planning Commission will then submit its recommendation to the Board of County Commissioners to either approve or deny the variance request. Such variances may only be granted by an affirmative vote of the Board of County Commissioners.

Section 8. Enforcement.

- a. Rules and Regulations Governing Mobile Home Parks, passed by the Board of County Commissioners shall be enforceable, in addition to other remedies provided by law, by injunction, mandamus, or abatement.
- b. These Mobile Home Park Regulations shall not be construed to hold Sheridan County responsible for any damage to persons or property by reasons of the inspection or re-inspection, or by reason of issuing a Mobile Home Park License as herein provided.
- c. No plat of a Mobile Home Park shall be approved by the County Planning Commission and accepted by the Board of County Commissioners unless it conforms to all the provisions of these rules. There shall be no construction of any structure or other improvement upon land

for which a plat is required by these rules unless and until all the requirements of these rules have been complied with.

- d. The Board of County Commissioners shall withhold all public road improvements and public maintenance from all rights-of-way which have not been accepted for such purposes by the Board of County Commissioners. The Board of County Commissioners of Sheridan County may seek to enforce the violation or attempted violations of any provision of these rules as provided in Wyoming Statutes, Sections 18-289.8. No changes, modifications or revisions shall be made in an application after approval of the application without the consent of the Board of County Commissioners.

Section 9. Guarantee of Improvements.

- a. No permit to construct shall be issued until the developer has submitted and the Board of County Commissioners has accepted one of the following:

- (1) Mobile Home Park Performance Bond or
- (2) Escrow Collateral

.... to guarantee that the following improvements as shown on the final plans and related documents shall be constructed in a manner approved by the Board of County Commissioners which is consistent with sound construction and local practice. Where specific requirements are spelled out in other sections of these rules, they shall apply.

- (1) Road, grading and surfacing.
- (2) Curbs and gutters, if required.
- (3) Street lights, if required.
- (4) Sidewalks, if required.
- (5) Sanitary sewer laterals and treatment, where required.
- (6) Storm sewers or storm drainage system, as required.
- (7) Fire fighting equipment – where applicable.
- (8) Water distribution and treatment system, where applicable.
- (9) Permanent reference monuments and monument boxes.
- (10) Underground telephone and electricity lines.
- (11) Other facilities as may be specified or required in these rules by the County Planning Commission or the Board of County Commissioners.

- b. As improvements are completed the developer may apply to the Board of County Commissioners for a release of part or all of the escrow collateral deposited with said Board. Upon inspection and approval, the Board shall release said escrow collateral. If the Board determines that any such improvements are not constructed in substantial compliance with specifications, it shall furnish the developer a list of specific deficiencies and shall be entitled to withhold escros collateral sufficient to ensure such substantial compliance. If the Board of County Commissioners determines that the developer will not construct the improvement or improvements in accordance with the specifications, the Board shall have Fourteen (14) days from the date of all such applications to make a determination. An additional Fourteen (14) days may be granted if deemed necessary by the Board of County Commissioners.

Section 10. Penalties. Any person who willfully violates or fails or refuses to comply with any provision of these rules and any person who, as an agency, salesman, broker, developer, or owner offers for rent or lease any lot or lots of a Mobile Home Park without first complying with the provisions of this act shall upon conviction be fined not more than One Hundred Dollars (\$100.00) for each offense or imprisoned in the County jail not more than Thirty (30) days, or be

punished by both fine and imprisonment. Each day the violation exists shall constitute a separate violation.

Section 11. Severability. If any provision of these rules are declared to be invalid by a decision of any court of competent jurisdiction, the legislative intent is:

- a. Any such decision shall be limited to that provision or provisions which are expressly stated in the decision to be invalid; and
- b. Such decision shall not affect, impair, or nullify these rules as a whole or any part thereof, and the remainder shall remain in force.

Section 12. Effective Date. These regulations shall be in effect from the date of adoption by the Commission and the Board of County Commissioners of Sheridan, Wyoming, pursuant to the legal provisions and procedures as required by Section 18-289.3 and 18-289.4 Wyoming Statutes 1957, as amended.

APPENDIX A
SHERIDAN COUNTY PLANNING AND ZONING COMMISSION
MOBILE HOME PARK APPLICATION

A. PRELIMINARY INFORMATION REQUIRED FOR REVIEW

Attach report showing entire area with respect to surrounding areas, topography of area (including contours, etc.) location of existing buildings, location of existing potable water wells, location of soil percolation test holes (if applicable), and the following information:

1. Name of Mobile Home Park: _____

2. Site Location: _____
3. Total Proposed Area for this Development: _____

4. Proximity of streams, drainage, flood potential: _____

5. All weather access (both roads and walkways): _____

6. Proposed source, distribution, storage, raw quality and potential treatment required of water supply. (If possible, submit a copy of chemical and bacteriological results in application): _____

7. Proposed type, location of both sewage collection and treatment systems. If discharge is proposed, developer should have sufficient information for the system to allow review by the appropriate Health Officials.

DATE: _____

(SIGNATURES)

APPENDIX B

MOBILE HOME PARK IMPROVEMENTS AGREEMENT

NOTE: This agreement may be modified as deemed proper by the Board of County Commissioners.

Before a permit to construct is issued by the Board of County Commissioners, a duplicate original of this type of agreement must be filed with the County Commissioners. A signed copy of such an agreement must also be filed with the County along with a performance guarantee in the form of a Mobile Home Park Performance Bond or Escrow Collateral in the amount of One Hundred (100) percent of the value of the improvements specified.

| | |
|--------------------------|----------------------|
| Name of Mobile Home Park | Approximate Location |
|--------------------------|----------------------|

Intending to be legally bound, the undersigned developer hereby agrees to provide throughout this Mobile Home Park, and as shown on the Final Plans of _____, dated _____, 19____ the following improvements.

The following Estimated Construction Cost Schedule shall be submitted by the developer and reviewed by the designated County official or inspector appointed by the Board of County Commissioners.

| <u>IMPROVEMENTS</u> | <u>UNITS</u> | <u>ESTIMATED CONSTRUCTION COMPLETION COST</u> |
|------------------------------|--------------|---|
| Street Grading | _____ | _____ |
| Street Base | _____ | _____ |
| Street Paving | _____ | _____ |
| Curbs and Gutters | _____ | _____ |
| Sidewalks | _____ | _____ |
| Storm Sewer Facilities | _____ | _____ |
| Sanitary Sewers | _____ | _____ |
| Trunk Lines | _____ | _____ |
| Mains | _____ | _____ |
| Laterals or House Connection | _____ | _____ |
| On-Site Sewage Facilities | _____ | _____ |

Water Mains _____

On-Site Water Supply _____

Fire Hydrants _____

Street Monuments _____

Street Lighting _____

Street Name Signs _____

Survey Monument Boxes _____

Underground Telephone _____

Underground Electricity _____

Other Utilities _____

Solid Waste Disposal _____

Other (Specify) _____

TOTAL ESTIMATED COST OF IMPROVEMENTS AND SUPERVISION _____

The above improvements shall be constructed in accordance with all County Requirements and specifications, and conformance with this Provision shall be determined solely by the Sheridan County Board of County Commissioners or its duly authorized official or agent.

The improvements shall be constructed in accordance with the time schedules as presented to the Board of County Commissioners.

Signature of Developer
(If Corporation, to be signed by
President and attested to by Sec.)

DATED: _____, 19____.

ACCEPTANCE

Approved by Resolution of the Sheridan County Board of County Commissioners at the meeting of _____, 19____.

ATTEST

(SEAL)

Chairman
Board of County Commissioners

Clerk of the Board of County Commissioners