

Sec. 14-304. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Approved means acceptable to the town based on its determination as to conformance with appropriate standards and good public health practices, subject to the further provisions of [section 14-353](#).

Basic unit means the mobile home, excluding hitch, awnings, cabanas, storage unit, carport, windbreak, nonwinterized porch or similar appurtenant structures.

Licensing authority means the town.

Mobile home means that which is, or was, as originally constructed, designed to be transported by any motor vehicle upon a public highway and designed, equipped and used primarily for sleeping, eating and living quarters, or is intended to be so used; and includes any additions, attachments, annexes, foundations and appurtenances, and includes, without limitation thereby, the definition of mobile home as set forth in Wis. Admin. Code ch. Comm 95.

Mobile home park means any plot of ground owned by a person, state or local government upon which two or more units, occupied for dwelling or sleeping purposes, are located, regardless of whether or not a charge is made for such accommodation.

Mobile home park management means the persons legally responsible for the operation of the mobile home park.

Person means the individual, partnership, firm, company or corporation, whether tenant, owner, lessee, licensee or their agent, heir or assign.

Site means a plot of ground within a mobile home park designed for placement of one mobile home unit.

(Code 1982, § 12.07(3))

Cross reference— Definitions generally, § 1-2.

Sec. 14-321. Required; exemption.

No person shall maintain or operate, within the limits of the town, any mobile home park unless such person first obtains from the town a license therefor. All such mobile home parks in existence on August 9, 1953, shall, within 90 days, obtain such license and, in all other respects, shall comply fully with the requirements of this article, except that the licensing authority shall, upon application of a mobile home park operator, waive such requirements that require prohibitive reconstruction costs if such waiver does not affect sanitation requirements of the town or create or permit to continue any hazard to the welfare and health of the community and occupants of the mobile home park.

(Code 1982, § 12.07(4)(a))

Sec. 14-322. Placement of mobile home outside mobile home park.

No person shall keep, maintain or place any mobile home upon a lot, piece or parcel of ground within the town outside a mobile home park; provided, however, that upon written application in case of hardship, the town board may permit a mobile home to be kept, placed or maintained outside of a licensed mobile home park for a period of not more than 90 days. Upon written application, the town board may grant up to three additional consecutive extensions of 90 days each, but in no case shall any mobile home be kept, placed or maintained outside a licensed mobile home park in the town for more than 360 days. Nothing in this article shall be construed to prevent the placing of a mobile home upon any premises within the town when such mobile home is placed thereon solely for the purpose of display or sale and is not actually in use or occupied.

(Code 1982, § 12.07(4)(b))

Sec. 14-323. Application for license.

Application for a license to operate a mobile home park shall be filed with the clerk-treasurer on a form prescribed by the town board. Such application shall be in writing, signed by the applicant and shall contain the following information:

- (1) The name, address and age of the applicant.
- (2) The location and legal description of the mobile home park.
- (3) The complete plan of the park, giving the address, exterior dimensions, maximum number of mobile homes to be accommodated therein, the actual or proposed sanitary facilities, the proposed drainage facilities, fire prevention system to be maintained and such other pertinent information as the town board may require.
- (4) Accompanying and to be filed with the original application for a mobile home park shall be plans and specifications which shall comply with all town ordinances and provisions of the state department of health and family services. The plans and specifications shall show the actual or proposed locations of all mobile homes and all other or similar structures; streets; toilets, showers or baths and all other sanitary facilities; fire prevention apparatus; lighting facilities and such other information as the town board may require to be shown on such plans and specifications.
- (5) The application shall be accompanied by a license fee, as specified in [section 14-35](#)
- (6) By the filing of such application, the applicant shall be deemed to have consented to an inspection, prior to the issuance of the license, by the town board, town health officers and any other town officers or their agents for the purpose of determining whether or not such license shall be granted.
- (7) The town board may approve or deny an application in the exercise of its discretion, having regard to the effect of the establishment of such mobile home park upon the public health, safety and welfare. The clerk-treasurer, after approval of the application and upon completion of the work according to the plans shall issue the license.
- (8) All licenses issued shall expire on June 30 of each year. No license shall be transferable, either as to the applicant or the licensed premises.
- (9) All applications for license renewal shall be in writing signed by the applicant on forms furnished by the town and shall be in substantial compliance with the applications for original license. An annual license fee, as specified in [section 14-35](#), shall be paid with each application for license renewal.

(Code 1982, § 12.07(5); Ord. No. 2008-01, §§ 6, 7, 12-22-2008)

Sec. 14-324. Revocation and suspension.

- (a) Any license granted under the provisions of this article shall be subject to revocation or suspension for cause by the town board upon complaint filed with the clerk-treasurer, signed by any law enforcement officer, health officer or building inspector, after a public hearing upon such complaint; provided, however, that the holder of such license shall be given ten days' notice in writing of such hearing and shall be entitled to appear and be heard as to why such license should not be revoked.
- (b) A licensee shall be deemed liable for revocation or suspension if the licensee violates any of the regulations and standards for the operation of a mobile home park as established in this article, or if the licensee fails to pay the monthly parking permit fees set forth in this article.
- (c)

Any holder of a license which is revoked or suspended by the town board may, within 20 days of the date of such revocation or suspension, appeal therefrom to the circuit court by filing a written notice of appeal with the clerk-treasurer, together with a bond executed to the town in the sum of \$500.00 with two sureties or a bonding company approved by the clerk-treasurer, conditioned for the faithful prosecution of such appeal and the payment of costs adjudged against the licensee, all as provided for by Wis. Stats. § 66.0435.

(Code 1982, § 12.07(9))

Sec. 14-341. Purpose.

To protect and promote the public health, morals and welfare, the standards and regulations in this division for every mobile home park are hereby established.

(Code 1982, § 12.07(6))

Sec. 14-342. Drainage and grading.

Every mobile home and mobile home park shall be located on a well-drained area and the premises shall be properly graded so as to prevent the accumulation of storm or other waters. No mobile home or mobile home park shall be located in any area that is situated so that drainage of contaminated liquids or solids can be deposited on its location.

(Code 1982, § 12.07(6)(a))

Sec. 14-343. Site requirements.

- (a) Each site shall be clearly defined or delineated. The basic unit shall not occupy in excess of one-fourth of the area of the site, and the complete unit including all accessory structures shall not occupy more than one-half of the area of the site. Mobile home parks, which as of January 26, 1981, existed lawfully with mobile home sites that do not comply with the minimum area requirements in this subsection, may continue to operate. Expansion and modification of such mobile home parks shall, however, be in accord with current regulations.
- (b) Each unit shall be located on a lot of not less than 5,000 square feet with a minimum width of 45 feet. The unit shall be so located on a site that there shall be at least a clearance between basic units. No unit shall be located less than 25 feet from the right-of-way line of a highway or ten feet to the right-of-way line of a public street or internal private street system of the mobile home park. Each lot shall contain a parking space upon which the unit shall be situated, which parking space shall be graveled or paved with concrete or bituminous material. Each such parking space shall be not less than ten feet wide, nor shorter than the length of the unit to be parked thereon plus five feet.
- (c) Each mobile home park shall be completely surrounded except for permitted entrances and exits by a yard in addition to all other required yards and open spaces, which shall not be less than 15 feet wide and permanently planted in grass, flowers, shrubs or trees.

(Code 1982, § 12.07(6)(b))

Sec. 14-344. Street and driveway standards.

- (a) All sites in a mobile home park shall abut upon a street having a width of at least 36 feet, either graveled or paved with concrete or bituminous material.
- (b) All streets and driveways in a mobile home park shall be maintained in good condition, have natural drainage and be lighted at night to a minimum of five footcandles.

(Code 1982, § 12.07(6)(c))

Sec. 14-345. Parking.

There shall be parking spaces for automotive vehicles provided within each mobile home park, surfaced with gravel, concrete or bituminous material in the ratio of two such parking spaces for each unit site. Each automobile parking space in a mobile home park shall be not less than nine feet wide, nor 160 square feet in area, exclusive of maneuvering and access space.

(Code 1982, § 12.07(6)(d))

Sec. 14-346. Recreational area.

Each mobile home park shall contain a recreational area. A minimum of one-half acre of area for such use shall be provided for each 50 sites or fraction thereof. The minimum recreational area in a mobile home park shall be one-half acre.

(Code 1982, § 12.07(6)(e))

Sec. 14-347. Water supply.

An adequate supply of pure water for drinking and domestic purposes shall be provided in an amount sufficient to care for the needs of the maximum number which can be accommodated in a mobile home park and shall be installed in compliance with the town plumbing and well codes and shall meet the applicable requirements of the state department of natural resources as set forth in Wis. Admin. Code chs. NR 108, 111, 112 and 114.

(Code 1982, § 12.07(6)(f))

Sec. 14-348. Sewage disposal.

- (a) *Service availability.* The requirements covering the sewage disposal facilities for all mobile home parks are based upon the availability of public utilities as well as the practicability of connection to the public utilities.
- (b) *Public utilities.* When acceptable public sewage facilities are available to the mobile home park, connection and use is required.
- (c) *Private sewage disposal.*
 - (1) Private sewage disposal systems are permitted in a mobile home park when a public sewer facility is not available to the premises. The system shall be located on the premises and be designed and constructed in accordance with Wis. Admin. Code ch. Comm 82.
 - (2) Plans and installation details covering the design and construction, alteration and extension of private sewage disposal systems in a mobile home park shall be approved by the section of plumbing and fire protection systems of the state department of health and family services prior to construction.
 - (3) Sufficient area of suitable soils for the initial soil absorption system and one replacement system of adequate size to serve the ultimate number of sites to be provided, shall be available in the mobile home park.

(Code 1982, § 12.07(6)(g))

Sec. 14-349. Plumbing.

- (a) *Generally.* All plumbing shall meet the requirements contained in Wis. Admin. Code ch. Comm 82 applicable to mobile homes and mobile home parks.
- (b) *Water connection.* A separate valved water service shall extend to each site in the mobile home park.

(Code 1982, § 12.07(6)(h))

Sec. 14-350. Solid wastes.

- (a) *Garbage.* All garbage which is not disposed of through a garbage disposal unit connected with the sewerage system shall be kept in separate, leakproof, nonabsorbent containers equipped with tight-fitting covers unless otherwise protected from flies and insects located within 100 feet of any site in a mobile home park, and the contents shall be disposed of as often as necessary to prevent decomposition or overflow.
- (b) *Cleanliness.* Garbage cans in a mobile home park should be washed each time they are emptied unless provided with a single service sanitary removable waterproof liner.
- (c) *Restriction.* The use of wooden or paper containers for garbage in a mobile home park is prohibited.
- (d) *Rubbish.* Fly-tight containers with covers are required for cans, bottles and other rubbish in a mobile home park. The contents of such containers shall be disposed of as often as necessary to prevent overflow.

(Code 1982, § 12.07(6)(i))

Sec. 14-351. Management.

- (a) *Office.* The mobile home park management shall maintain an office in the park or in close proximity thereof for immediate communication.
- (b) *Duties; owner.* The mobile home park owner or operator, together with any attendants or persons in charge of a mobile home park, shall:
 - (1) Keep a register which is to be open at all reasonable times and upon reasonable notice to inspection by appropriate state and local officers, of all owners of mobile homes located in the mobile home park.
 - (2) Maintain the mobile home park in a clean, orderly and sanitary condition at all times.
 - (3) Cooperate with local health officers in all cases of persons or animals infected or suspected of being infected with any communicable disease.
 - (4) Post copies of these regulations in one or more conspicuous places in the mobile home park where the mobile home park personnel and visitors can easily see them.
- (c) *Duties; occupants.* All occupants of mobile homes shall:
 - (1) Maintain their site in a clean, orderly and sanitary condition at all times.
 - (2) Abide by all applicable state and local regulations and the rules established by the mobile home park management.

(Code 1982, § 12.07(6)(j))

Sec. 14-352. State license and inspection.

- (a) *Requirement.* Before being open for public use, each mobile home park, as defined in [section 14-304](#), shall be licensed by the state department of health and family services.
- (b) *Inspection.* Prior to the issuance of a license under this division and at least one other time during the license year, the town health officer shall conduct a sanitary inspection of each mobile home park, complete a report of such inspection and submit copies of such report to the clerk-treasurer and the state department of health and family services. Such reports shall be on forms provided

Sec. 14-353. License and monthly mobile home fee.

- (a) Each licensee shall pay an annual fee to the clerk-treasurer in advance for each calendar year or fraction thereof of \$100.00 for each 50 spaces or fraction thereof within each mobile home park within the town limits, except where the park is in more than one municipality, the fee shall be in such fraction as the number of spaces in the mobile home park within the town bears to the entire number of spaces in the mobile home park.
- (b) Each transferee of a mobile home park license shall pay a fee of \$10.00 in advance to the clerk-treasurer for transfer of any such license.
- (c) In addition to the license fee provided in subsections (a) and (b) of this section, the town shall collect from each occupied mobile home occupying space or lots in a mobile home park in the town a monthly parking permit fee computed as follows: beginning January 1, 1980, the town assessor shall determine the total fair market value of each occupied mobile home in the town subject to the monthly parking permit fee. The fair market value, minus the tax-exempt household furnishings thus established, shall be equalized to the general level of assessment on other real and personal property in the town. The value of each occupied mobile home thus determined shall be multiplied by the tax rate established on the preceding May assessment of general property. The parking permit fee shall first be reduced by the credit allowed under Wis. Stats. § 79.10. The total annual parking permit fee thus computed shall be divided by 12 and represent the monthly mobile home parking permit fee. The fee shall be applicable to occupied mobile homes moving into the town any time during the year. The mobile home park operator shall furnish information to the clerk-treasurer and the town assessor on occupied mobile homes added to his mobile home park within five days after their arrival, on a form prescribed by the state department of revenue. As soon as the town assessor receives the notice of an addition of an occupied home to a mobile home park, he shall determine its fair market value and notify the clerk-treasurer of his determination. The clerk-treasurer shall equalize the fair market value established by the town assessor and shall apply the tax rate for that year, divide the annual parking permit fee thus determined by 12 and notify the mobile homeowner of the monthly fee to be collected from the mobile homeowner. Liability for payment of the fee shall begin on the first day of the next succeeding month and shall remain on the mobile home only for such months as the occupied mobile home remains in the town. A new fee rate and evaluation shall be established each January and shall continue for that calendar year. The valuation established shall be subject to review as are other values established under Wis. Stats. ch. 70. If the board of review reduces a valuation on which previous monthly payments have been made, the town shall refund past excess fee payments. The monthly parking permit fee for mobile homeowners within a mobile home park shall be paid by the mobile homeowner to the clerk-treasurer on or before the tenth of the month following the month for which such parking permit fee is due. No such fee shall be imposed for any space occupied by a mobile home accompanied by an automobile, if the mobile home and automobile bear license plates issued by any other state than Wisconsin, for an accumulating period not to exceed 60 days in any 12 months, or if the occupants of the mobile home are nonresident tourists or vacationists. Exemption certificates in duplicate shall be accepted by the treasurer of the licensing authority from qualified nonresident tourists or vacationists in lieu of monthly mobile home permit fees. When one or more persons occupying a mobile home are employed in the state, there shall be no vacationer, nonresident exemption from the monthly parking permit fee. The licensees of a mobile home park shall be liable for the monthly parking permit fee for any mobile home occupying space therein as well as the owner and occupant thereof.
- (d) The monthly parking permit fee shall be collected by the licensee (mobile home park operator) from each mobile homeowner in the mobile home park of the licensee, required to pay such permit fee hereunder and remit such fees to the clerk-treasurer.
- (e) The fee for a mobile home located outside of a licensed mobile home park shall be paid by the owner of the mobile home, the occupant thereof or the owner of land on which it stands, the same as and in the manner provided for mobile homes located in a mobile home park, and the owner of such land shall be required to comply with the reporting requirements of subsection (c) of this section, provided that the fee shall be paid directly to the clerk-treasurer on or before the tenth day of the month following the month for which such parking permit is due.
- (f) This article shall not apply where a mobile home park is owned and operated by any county under the provisions of Wis. Stats. § 59.52(16)(b).
- (g) Failure to timely pay the tax under this article shall be treated in all respects like a default in payment of personal property tax and shall be subject to all procedures and penalties applicable thereto under Wis. Stats. ch. 70 and Wis. Stats. ch. 74.