

6-6: MOBILE HOME PARKS

D. APPLICATION REQUIREMENTS

The application shall consist of the following elements.

1. Application Form and Fee

A standard conditional use permit application form may be obtained from the Planning Commission staff and shall be completed and submitted with the required fee.

2. Developmental Impact Statement

A developmental impact statement shall be prepared on forms furnished by the Planning Commission staff and shall be used as the basis for determining the layout, density, drainage pattern, types of sewage treatment facilities, and other features of the development.

3. Layout Map

A layout map (which may consist of several sheets and may be in blueprint or other non-reproducible form) shall be drawn to a scale of not smaller than one inch equals one hundred feet (1"=100'), or as determined by the Planning Director, and shall show the following:

- a. Type of development.
- b. Name and address of park operator.
- c. Name and address of park owner.
- d. Name and address of park designer.
- e. Date of most recent draft of plan.
- f. North point, scale, and vicinity map.
- g. Township, range, and section lines.
- h. Zone boundary lines.
- i. Boundary of the development.
- j. Vicinity map showing the relationship of the park to adjacent properties, roads, schools, etc., in a one (1) mile radius
- k. Name and address of adjacent property owners.
- l. One (1) foot contour intervals, or the intervals required by the Plan Coordinating Committee.
- m. Location of any existing buildings and structures within the bounds of the development.
- n. Location of existing easements, utilities (water pipes and canals, electric power lines, telephone lines, sewer lines, etc.) railroads, culverts, and drain pipes; also drainage, flood and stream channels.
- o. Areas where water seasonally rises within five feet of the surface of the ground and areas which would be covered in the event of a base flood.
- p. Proposed layout for the development, including the size and location of individual mobile home rental sites, utilities, roads, parking spaces, common area facilities, service buildings, recreational facilities, and fences.
- q. Numbered mobile home parking spaces.
- r. Proposed layout and cross-section of a typical mobile home space.
- s. Proposed pedestrian walkways.

- t. Proposed utility easements and dimensions.
- u. Proposed sewage system--location and size.
- v. Proposed water lines--location and sizes.
- w. Place of sewage disposal.
- x. Intended source of culinary and irrigation water.
- y. Proposed garbage collection points.
- z. Proposed fire hydrants and fire equipment boxes.
- aa. Proposed street lights and flood lights.
- bb. Landscape layout.
- cc. Proposed irrigation layout showing how water will be handled.
- dd. Preliminary sketches and renderings for all service or recreational buildings in sufficient detail to permit an understanding of their style.
- ee. Location of common storage facilities.
- ff. Any additional information which the Plan Coordinating Committee may require.

4. Overall Schematic Plan

Where a developer owns or controls more land than he wishes to develop immediately, the Planning Commission or County Commission may require that a schematic plan of the whole area be submitted, in which case the developer shall indicate on such plan the portion to be developed immediately and the portion to be held for future development.

5. Tabulations

A list of tabulations shall be submitted which shows:

- a. Total number of acres in the proposed development.
- b. Total number of mobile homes.
- c. Number of mobile homes per acre.
- d. Number of off-street parking spaces.
- e. Percentage of area to be used for off street automobile parking.
- f. Percentage of area to be used for roadways.
- g. Percentage of area to be used for parks, golf courses, and other open space.
- h. Percentage of area to be covered by mobile home pads.
- i. Percentage of area to be covered by buildings.
- j. Number of square feet in common storage facilities.

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6. Engineering Drawings

The following engineering drawings shall be submitted:

- a. Detailed engineering plans pertaining to the location and size of proposed water and sewer lines, fire hydrants, utilities, curbs and gutters, streets, drainage systems and structures, irrigation system plans, and other improvements.

- b. A plan and profile of all streets.
- c. A detailed engineering study and plan of flood protection measures to be taken for both on- and off-site storm and flood water.
- d. An engineered grading plan meeting the requirements of Chapter 70 of the Uniform Building Code for any ponds, or any cuts and fills over 5000 cubic yards.
- e. Any other engineering drawings required by the County Surveyor in order to determine compliance with the Utah County development standards ordinance or the zoning ordinance.

7. Documentation

The application shall include the following documents which shall be prepared in accordance with Utah County standards and forms:

- a. (delete)
- b. An executed (except by Utah County) open space preservation agreement and an executed maintenance agreement between the property owner and Utah County, based on the Utah County format. (These must be recorded at the time the plat is recorded.)
- c. An agreement between the property owner and Utah County which does the following (may be combined with the above maintenance agreement:
 - i. Guarantees that the mobile home park shall remain in one ownership parcel for assessment and all other purposes for the life of the project.
 - ii. Guarantees maintenance by the owner of common area, water system, lighting, sewage system, garbage disposal, fire fighting, street, walkway, irrigation system, landscaping, and other facilities.
 - iii. Provides enforcement of construction agreements and maintenance standards by the withholding of the annual business license, forfeiture of the improvement bond, abatement, mandamus, injunction or other appropriate civil or criminal proceeding.
 - iv. Provides supervision to assure the proper operation and maintenance of the park.
- d. A recent policy of title insurance or preliminary report of title verifying the owners who executed the owners' dedication on the plat have sufficient control to effectuate the dedication without boundary exceptions.
- e. A water right issued by the State Engineer for a permanent source of water which meets Utah County standards. (Or if the source is a municipality, district, or water company with an approved system, then a binding agreement to a permanent hookup to deliver water in the required quantity).
- f. A statement from a professional engineer licensed to practice in the State of Utah attesting that the proposed source of water (including water from municipal, district, or water company systems) has been tested and found to comply with Utah County standards for flow, pressure and delivery, and that the project, municipal, district, and/or water company storage and delivery system, based on his calculations, will meet Utah County standards when the project is complete. (Exception: where a well is proposed to deliver the water, and the well has not yet been drilled, in lieu of testing, the engineer shall study well logs in the area and state his opinion whether the well will be able to provide the required water supply; the plat shall contain a written condition that no building permit for a dwelling or other occupied building will be issued until the well is drilled and found to produce the required flow of water.) The engineer's statement and calculations shall be reviewed for accuracy by the County Surveyor.

- g. A covenant, agreement, deed or other binding instrument permanently attaching the water rights to the building sites of the development.
- h. A statement from the appropriate agency accepting responsibility for the disposal of all surface drainage water wherever such drainage water is directed into canals, drainage channels, streets, etc., rather than by on-site disposal.
- i. An itemized estimate from the developer's engineer, verified by the County Surveyor, of the cost of installing all required improvements in the development.
- j. The surety bond instrument, or other bond agreement; or, in the case of a cash bond to be delivered to Utah County, a statement from the bank or other financial institution as to the availability of funds. (A draft copy of the surety bond instrument or agreement may be submitted, but the executed document must be presented to the County Commission or its designee before the plat is recorded).
- k. A statement from the County Health Department certifying that the proposed water supply and sewage disposal system conforms to the pertinent state and county health regulations.
- l. A statement from the County Surveyor certifying that the proposal conforms to the pertinent provisions of the Utah County development standards ordinance and the road and other improvement standards of the zoning ordinance.
- m. A statement from the County Fire Marshal certifying that the proposal conforms to the pertinent regulations of the adopted county fire codes and the fire-protection provisions of the zoning ordinance.
- n. [A tax clearance is needed as per Utah Code Annotated, 1953, as amended, Section 17-27-804]

8. Plat

The plat shall be a reproducible tracing drafted in black drawing ink, in a workmanlike manner, on a medium approved by Utah County. Said plat shall be drawn in accordance with county standards at a scale of one inch equals one hundred feet (1"=100') or as directed by the Planning Director, and shall show the following:

- a. The boundaries of the mobile home park and the location of all required survey monuments
- b. The boundaries of all individual mobile home sites to be rented or used, including the dimensions of the parking pads within each site for the placement of mobile homes; also the identifying number for each such site.
- c. The layout of a typical mobile home site.
- d. The location and identification of the building sites of recreational and other buildings and facilities.
- e. The name, location, and extent of all streets and the location and nature of all other parcels of land to be dedicated to the public or reserved for common use by the residents of the development.
- f. The type, location, and extent of all easements.
- g. The location and extent of all parcels within the development which are subject to the restrictions imposed by the open space preservation agreement or any limitations or conditions of approval which are written on the plat.
- h. Tabulations as follows:
 - i. Maximum number of mobile homes allowed in park.

ii. Total acreage in the mobile home park.

i. Statements of limitations or conditions of approval required to be written on the plat by the County Commission.

j. The following certifications:

i. Certification of plat accuracy by the surveyor or engineer preparing the plat.

ii. The owner's dedication of land for public use, the owner's conveyance of easements and parcels for utilities or for common use by the residents of the development, and the owner's acceptance of the limitations or conditions of approval.

iii. The acknowledgment of the owner's dedication by a Utah Notary Public (or an equivalent officer authorized to acknowledge conveyances of real estate if the owner is out of state).

iv. The County Commission's approval of the development and its acceptance of dedication of streets, easements, etc., along with the attesting signature of the County Clerk.

v. Other certifications if required by the County Commission.