Fort Ann Planning Board

80 George Street, PO Box 314

Fort Ann, New York 12827

Mobile Home Information Packet

This packet contains:

1. Mobile Home Application Cover Sheet
2. Mobile Home Application Process
3. Post Star Fee Notice
4. Mobile Home Application for Permit
5. Short Environmental Assessment Form
6. Local Law for the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Trailer Camps
7. Property Identification Form

FORT ANN PLANNING BOARD
80 George St, PO Box 314
Fort Ann, New York 12827

MOBILE HOMES

NOTICE:

All checks are made **PAYABLE** to: **TOWN OF FORT ANN**
Please write 'Mobile Home App fee' on the memo line.

All checks and application forms must be returned to the Secretary at the following address l0 days prior to meeting:

Les Barker
331 Ridge Rd
Queensbury, NY 12804

All Phone calls:

Les Barker – Secretary 792 0879

Planning Board Meetings are held on the fourth Monday of said month All Application forms must be returned **10 days prior** to this date. All Meetings are held at the **FORT ANN TOWN HALL** at **7:00 pm.**

The following **FEES ARE REQUIRED** with the **MOBILE HOME** application when submitted:

. REGULATION / APPLICATION FEE	$	25.00
. MOBILE HOME FEE	$	25.00
. ENGINEERING FEES	$ 100.00 – 400.00	

(to be determined by the Engineer after your MOBILE HOME project has been approved.)

.PUBLIC HEARING FEE (Post Star)	$	25.00 - 40.00

NOTE: There are NO REFUNDS if project is withdrawn

New Application Section

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TOWN OF FORT ANN PLANNING BOARD
MOBILE HOME
APPLICATION PROCESS

Step 1. All mobile home applicants must have the following forms completed and returned to the Planning Board Secretary **TEN (10) days** prior to the meeting of said month.

1. Mobile Home Application for Permit form.
2. Short form (EAF) Environmental Assessment form / SEQR
3. A copy of the deed to parcel indicating the applicant is the owner of the parcel.
4. A copy of the Tax Map showing the location of the parcel (Mobile Home site) including a tax number.
5. (APA) Adirondack Park Agency approval letter (if applicable)
6. **THIRTEEN (13) copies** of all the above forms
7. A check for the Mobile Home fee in the amount of **TWENTY-FIVE ($25.00) dollars** and any other fees deemed applicable made payable to the **TOWN OF FORT ANN.**

Step 2. The applicant will receive in the mail prior to the meeting of said month a letter from the Engineer with information of any problems or corrections that need to be made.

NOTE: **All Engineer and Legal review fees must be paid in full prior to any signature of Town Officials.**

Step 3. The applicant must be present at the meeting of said month to answer questions and discuss their project with the Planning Board members. The meetings are held at the **TOWN HALL IN FORT ANN** on the **Fourth (4th) Monday** of said month at **SEVEN (7:00 p.m.)**

Step 4. A **PUBLIC HEARING** process must be held on all Mobile Home application in the Town of Fort Ann. This Public Hearing will be held the month after the Planning Board accepts your application as complete.

Step 5. If your Mobile Home Project requires a **Set Back Waiver** (if the distance from the side of your Mobile Home to the edge of your property is not the 100' required by Town Codes) then this process will add another month to your project. The project after the Public Hearing, must go to the **FORT ANN TOWN BOARD** for final approval. This meeting is held on the second (2nd) Monday of the Month. The applicant should attend the Fort Ann Town Board meeting in case there are any further questions or problems to discuss. Once approval has been granted then the applicant will receive a Mobile Home Certificate from the Secretary.

New Application Section

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NOTICE

EFFECTIVE JANUARY 1, 2009

The applicant will be responsible for

the fee charged by the Post Star

for the printing of a Public Hearing Notice.

New Application Section

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FORT ANN PLANNING BOARD
MOBILE HOME APPLICATION FOR PERMIT

NOTE: Please read the Mobile Home Ordinance prior to completing this application form

Applicant _____ Date _____

Permanent Street Address _____

Phone Number _____ Fax Number _____

Manufacturer of Mobile Home _____ Year _____

Mobile Home Serial Number _____

Dimensions of Mobile Home _____

Square footage of Mobile Home _____

Property Tax Number _____

Location of Mobile Home _____
Present Street Address

Is this project in the Adirondack Park ? Yes _____ No _____

The following provisions are being made in order to comply with this Local Law

_____

_____

_____

_____

_____

Attachment: A plan drawn to scale, not smaller than 1" = 20 ' showing lot boundaries plan for proposed water supply or well, sewage disposal system and location of adjacent properties, structures, wells and septic systems.

_____ _____
Signature of Applicant Date

New Application Section

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Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:	Telephone:		
	E-Mail:		
Address:			
City/PO:	State:	Zip Code:	

	NO	**YES**
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:	**NO**	**YES**

3.a. Total acreage of the site of the proposed action? _____ acres
b. Total acreage to be physically disturbed? _____ acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____acres

4. Check all land uses that occur on, adjoining and near the proposed action.

Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)
Forest Agriculture Aquatic Other (specify): _____
Parkland

	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations?			
b. Consistent with the adopted comprehensive plan?			
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation service(s) available at or near the site of the proposed action?			
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?			
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies:	NO	YES	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
b. Is the proposed action located in an archeological sensitive area?			
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres:			
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: Shoreline Forest Agricultural/grasslands Early mid-successional Wetland Urban Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? NO YES	NO	YES	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: NO YES			

	NO	YES
18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____		
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____		
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____		

I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor name: _____ Date: _____

Signature: _____

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency	Date
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

New Application Section

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MOBILE HOME

Town of FORT ANN
Local Law No 1 of the year 19 90

A Local Law for the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer Camps

Be it enacted by the TOWN BOARD of the

Town of FORT ANN

Town of Fort Ann
Local Law No. 1 of 1990

LOCAL LAW FOR THE REGULATION OF
MOBILE HOMES, MOBILE HOME PARKS, TRAVEL TRAILERS
AND TRAILER CAMPS

Local Law No. 1 of 1990 will establish an approval and licensing process together with requirements for the location of mobile homes, mobile home parks, travel trailers and travel trailer camps in the Town of Fort Ann (outside Village of Fort Ann limits) Washington County, State of New York.

BE IT ENACTED by the Town Board of the Town of Fort Ann as follows:

SECTION 1 TITLE

SECTION 2 PURPOSE

SECTION 3 DEFINITIONS

SECTION 4 LICENSING REQUIREMENTS

SECTION 5 APPLICATION FOR LICENSE FOR MOBILE HOME PARK OR TRAILER CAMPS

- 5.1 Information Required
- 5.2 Filing Procedure
- 5.3 Plans to be Submitted
- 5.4 Plans for Related Installations
- 5.5 Health Departments Approval
- 5.6 Statement of Ownership
- 5.7 Fee Required
- 5.8 SEQR Process
- 5.9 Coordinated Review
- 5.10 Charge back fees

SECTION 6 APPROVAL PROCEDURE

6.1 Town Clerk Actions
6.2 Inspector Action
6.3 Planning Board Preliminary Action
6.4 Planning Board Determination
6.5 Issuance of License
6.6 Appeal Process
6.7 Non-Transfer of Licenses

SECTION 7 SUPPLEMENTAL LICENSES

7.1 Requirement
7.2 Procedure

SECTION 8 ANNUAL LICENSE RENEWAL

8.1 Filing date
8.2 Documentation of ownership
8.3 Approval and Issuance
8.4 Non-Transfer of Licenses

SECTION 9 REQUIREMENTS FOR MOBILE HOME PARKS

9.1 Minimum Sizes
9.2 Lot Designation
9.3 Sites
9.4 Stands
9.5 Access
9.6 Parking
9.7 Utility and Service Facilities
9.8 Open Space
9.9 Plantings
9.10 Minimum Facilities
9.11 Lighting
9.12 Records to be kept
9.13 Construction Schedule

SECTION 10 REQUIREMENTS FOR TRAILER CAMPS

10.1 Extension of Provisions
10.2 Density
10.3 Lot Size
10.4 Minimum Placement
10.5 Utility and Service Facilities
10.6 Waste Disposal

SECTION 11 MOBILE HOMES OUTSIDE OF MOBILE HOME PARKS

11.1 Criteria for Such Placement
11.2 Application For Such a Mobile Home

11.3 Appeal of Administrative Actions
11.4 Water and Sewage
11.5 Setbacks
11.6 Placement on a Parcel
11.7 Mobile Homes – Standards of Construction

SECTION 12 EXISTING MOBILE HOMES

12.1 Conditions for Continuation
12.2 Improvements

SECTION 13 TRAVEL TRAILERS OUTSIDE OF TRAVEL TRAILER CAMPS

SECTION 14 ENFORCEMENT

SECTION 15 REVOCATION OF MOBILE HOME PARK OR TRAILER CAMP LICENSE

SECTION 16 REVOCATION OF LICENSE OF MOBILE HOME OUTSIDE OF MOBILE HOME PARK

SECTION 17 PENALTIES

SECTION 18 COMPLIANCE WITH OTHER STATUTES

SECTION 19 EXCEPTIONS

SECTION 20 WAIVERS

SECTION 21 BOARD DISCRETION

SECTION 22 VALIDITY

SECTION 23 CHANGES IN THIS LOCAL LAW

SECTION 24 EFFECTIVE DATE

APPENDIX

A. FEE SCHEDULE

SECTION 1. TITLE

This Local Law (No. 1 of 1990) shall be known and may be cited as Local Law for the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer Camps in the Town of Fort Ann (outside of Village of Fort Ann). This Local Law shall replace, supersede any prior ordinances relating to the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer Camps in the Town of Fort Ann (outside Village of Fort Ann).

SECTION 2. PURPOSE

It is the purpose of this Local Law to promote the health, safety, morals and general welfare of the inhabitants of the Town of Fort Ann by establishing specific minimum requirements and regulations governing the locations, occupancy, and maintenance of Mobile Homes, Mobile Home Parks, Travel Trailers and Travel Trailer camps.

The Town of Fort Ann Town Board, hereby delegates responsibilities and approval to the Town of Fort Ann Planning Board under Local Law No. 1 of 1990 as stated herein.

SECTION 3. DEFINITIONS

3.1 Mobile home Includes, but is not necessarily limited to, a house trailer, mobile home or any other residential structure or vehicle originally designed, built, constructed or manufactured to be conveyed upon highways or streets, either whole or in sections, whether the same is situated or located upon wheels, jacks, foundations (temporary or permanent), slabs or otherwise, and/or whether or not added to or made a part of another building or structure and does not come within the definition of a modular home.

3.2 Modular home A modular home is a dwelling house transported to the permanent building site either whole or in sections and which complies with the New York State Building Code for conventual residential dwelling and is erected upon a full basement with no undercarriage designed or used for transport on the public highway. When erected on its permanent site, a modular home shall be virtually indistinguishable from a conventionally built dwelling.

3.3 Mobile home Lot Means a designated site of specific total land area within or without a mobile home park for the accommodation of one mobile home and its occupants.

3.4 Mobile home Park Means any parcel of land whereon two or more mobile homes are parked or located, or which is planned and improved for the placement of two or more mobile homes and which is held open to the public for the parking or placement of mobile homes.

3.5 Mobile home Stand Means an area prepared for the placement and support of a mobile home.

3.6 Travel Trailer Means any vehicle designed or used or intended to be used for temporary living quarters for travel, recreational or vacation purposes.

3.7 Trailer Camp Means any parcel of land whereon two or more travel trailers are parked or located, or which is planned and improved for the placement of two or more travel trailers and which is held open to the public for the parking or placement of travel trailers.

3.8 Inspector Means the person or persons appointed by the Fort Ann Town Board to enforce the provision of the law.

3.9 Town Means the Town of Fort Ann

3.10 County Means the County of Washington

3.11 Owner Means any company, corporation or individual who has record title of all or any portion of proposed park.

3.12 Farm Worker Means any one who is employed on a farm for a minimum of twenty four hours per week.

3.13 Farm Means land used in agricultural production, of not less than ten acres, used in the preceding two years for the production for sale of crops, livestock and livestock products of an average gross sales value of ten thousand dollars or more.

SECTION 4. LICENSE REQUIRED FOR MOBILE HOME PARKS AND TRAILER CAMPS

No person, partnership, association or corporation being the owner, lessee or occupant of any land within the Town of Fort Ann (outside Village of Fort Ann limits) shall use or allow the use of such land for a mobile home park or trailer camp unless a license therefore has been obtained as herein provided.

SECTION 5. APPLICATION FOR MOBILE HOME PARK OR TRAILER CAMP

5.1 Each application for a license for a mobile home park or trailer camp shall be in writing and signed by the applicant. The application shall state:

5.11 Whether the application is for a mobile home park or trailer camp

5.12 The names and addresses of the applicant and of the owner or owners of the premises upon which the park or camp is to be located

a. If any applicant or owner by a partnership, the name and addresses of each partner thereof, and

b. If any applicant or owner be a corporation or association, the names and addresses of each officer and director thereof, and of each owner of ten percent (10%) or more of the shares thereof.

5.13 A complete legal description of the land upon which the park or camp is to be located.

5.14 The number of mobile home lots or trailer lots to be provided in the park or camp

5.15 Any rules and regulations, covenants or restrictions between the owners of the park and the tenants shall be submitted with the application.

5.2 Such application shall be filed with the Town Clerk, in triplicate.

5.3 Such application shall be accompanied by three (3) complete sets of plans and specifications prepared and certified by a registered architect, licensed professional engineer or licensed surveyor. Such plans shall show the date thereof and the name of the applicant, be drawn to a scale, unless otherwise directed by the Planning Board, of not more than fifty (50) feet to one (1) inch, show contour intervals of not greater than five (5) feet, indicate the North point thereof, and shall show and identify.

5.31 The location of the land proposed to be used as a mobile home park or trailer camp.

5.32 The boundaries of the park or camp

5.33 The major physical features of the land within the park or camp and within three hundred (300) feet thereof, including:

a. All water courses, marshes and areas subject to flooding

b. All wooded areas

5.34 All existing development within the park or camp, and within three hundred (300) feet thereof, including:

a. Structures

b. Streets, roads and highways, with suitable indication of the width thereof.

c. Utilities and service facilities.

5.35 All proposed development within the park or camp, including:

a. Entrances, exits, streets and walkways with suitable indication of the widths thereof.

b. Each proposed mobile home lot or trailer lot, driveway parking area, and refuse collection area, with suitable indication of the dimensions thereof.

c. Structures and improvements

d. Grading and landscaping

e. Storm water drainage

f. Utilities and service facilities

g. Public improvements proposed by the Town in or adjoining the park or camp within three hundred (300) feet thereof.

h. Any existing zoning.

i. Solid Waste Management and Recycling Program

5.4 Such plans shall include three (3) sets of appropriate detailed drawings of and specifications for proposed structures, utilities and other improvements, and shall show the method and plan for exterior lighting within the park.

5.5 Such application shall also be accompanied by plans approved by the New York State Department of Health or other acceptable certificate indicating compliance by the applicant with all pertinent rules and regulations of the New York State Department of Health and with the State Sanitary Code.

5.6 If the applicant is not the Owner of the premises upon which the proposed park or camp is to be located, such application shall also be accompanied by an original or certified copy of a lease of the premises to the applicant and a statement signed and acknowledged by the owner or owners of the premises consenting that the premises be used as a mobile home park or trailer camp, as the case may be.

5.7 Such applications shall be accompanied by the proper application fee as hereinafter provided.

5.8 Such application for mobile home parks and trailer camps are deemed to be Type I actions
for purposes of review under the state environmental Quality Review Act. A long-form Environmental Assessment Form shall be submitted with the application.

5.9 To the greatest extent possible, the procedures described in the State Environmental Quality Review Act have been incorporated into the procedures described in this Local Law. Time periods for the conduct of Public Hearings in order to coordinate the State Environmental Quality Review Process with other procedures relating to the review and approval of actions may affect this Local Law process. When this occurs, applicants may be requested to extend the scheduled review period to accommodate the State Environmental Quality Review Process.

5.10 In addition to the fee listed on the schedule of fees, the Planning Board shall charge a fee to developers of projects requiring legal and technical review, provided that the fee charged reflects the actual cost of legal, engineering and technical assistance to the Planning Board. This fee is not to exceed Two Thousand Five Hundred ($2,500.00) Dollars without notice to the applicant.

SECTION 6 APPROVAL PROCESS FOR MOBILE HOME PARKS AND TRAILER CAMPS

6.1 Upon receipt of an application as herein above provided, the Town Clerk shall indicate the date of receipt thereon and promptly transmit one copy of the application and all accompanying plans and specifications and other supporting documents to the Inspector, and one copy thereof to the Town Planning Board for review and report pursuant to Section 274 of the Town Law of the State of New York. The Town Clerk shall also place notice in the Official Town newspaper or newspapers to the effect that such an application has been filed.

6.2 The Inspector shall promptly ascertain whether the park or comp concerned complies with the requirements of this law and applicable rules and regulations of the New York State Department of Health and the Sanitary Code of the State of New York. The Inspector shall, after such investigation,

and within forty five (45) days of the date of receipt of the application by the Town Clerk, transmit his written report and findings to the Planning Board.

6.3 The Planning Board shall at its next regular monthly meeting consider the completeness of the application, location and the general arrangement of the mobile home park or trailer camp, including the location and width of streets; the location, size, and arrangement of lots; the location of other structures within the park or camp; the location of entrances and exists; and the location, type and extent of landscaping and screening materials.

If the Planning Board deems the application complete, the Planning Board shall establish a public hearing within 45 days of the date the Planning Board has deemed the application complete. Notification of said public hearing must be provided in the official newspaper of the Town of Fort Ann at least 10 days prior to the date of the public hearing.

If the Planning Board requires additional information and clarification in order for the application to be deemed complete the Planning Board shall communicate their request in writing. The Planning Board, before they can schedule a public hearing, must deem the application complete for purposes of review.

6.4 The Planning Board, following the public hearing and within 45 days of said public hearing, shall indicate its approval or disapproval of the application. A majority of the entire Planning Board membership shall be required for approval. The Planning Board Secretary shall notify the applicant of the Planning Board's decision, in writing, within five (5) days thereof.

6.5 If the application is approved by the Planning Board, the Inspector shall, upon receipt of the applicable license fee herein provided together with the actual cost to the Town of any engineering or other similar serviced incurred by the Town in the consideration of the application, issue a license to be effective from the date thereof through the 31st day of December next succeeding. Such license shall specify the number of mobile home lots or trailer lots which may be used in the park or camp to which it pertains.

6.6 If any application is disapproved by the Planning Board, the applicant may present an appeal to the zoning board of appeals or Town Board, if there be no Zoning Board of Appeals. The hearing shall include the reasons for denial of the application by the Planning Board. Approval by the applicable Board after denial of the application by the Planning Board shall require a majority plus one (1) of the entire board membership.

6.7 No such license shall be transferable or assignable.

SECTION 7 SUPPLEMENTAL LICENSES FOR PARKS AND CAMPS

7.1 Any person holding a license for a mobile home park or trailer camp and desiring to add additional lots to such park or camp shall file an application for a supplemental license.

7.2 The application for such supplemental license shall be made and shall be considered in the same manner as an application for a license for a mobile home park or trailer camp as provided in Section 5 and 6 hereof. All supplemental licenses shall be effective from the date of issue to the 31st day of December next succeeding. It is within the discretion of the Planning Board to grant a supplemental license. Said supplemental license is deemed to be a Type I action for purposes of review under the State Environmental Quality Review Act. A Long Form Environmental Form must be submitted with application form. Review procedures under Section 6 will apply.

SECTION 8 LICENSE RENEWAL FOR PARKS AND CAMPS

8.1 An application for the renewal of any mobile home park or trailer camp license shall be made with the Inspector on or before the 1st day of December preceding the expiration date of such license.

8.2 If the applicant for a renewal license pertains, the renewal application shall be accompanied by the documents described in Section 5.6 hereof.

8.3 The Inspector shall determine if the provisions of this law are being complied with by the applicant. If they are, upon receipt of the applicable fee, he shall issue the renewal license to be effective for a period on one (1) year commencing on the 1st day of January following the expiration of the prior license.

8.4 No renewal license shall be transferable or assignable.

SECTION 9 REQUIREMENTS FOR MOBILE HOME PARKS

9.1 Every mobile home park shall be at least two (2) acres in size and shall be located in an area where grades and soil conditions are suitable for use as mobile home sites, on a well drained site properly graded to insure rapid drainage and be free at all times from stagnant pools of water.

9.11 The park shall be free or shall be made free from heavy or dense growth of brush and woods, However, applicant shall make all reasonable effort to preserve the natural surroundings of the site.

9.2 Every mobile home park shall be marked off into mobile home lots.

9.21 The total number of mobile home lots in a mobile home park shall not exceed four (4) per gross acre. Soil conditions and constrains of site may further limit the number of lots per acre.

9.22 Each mobile home lot shall have a total area of not less than 7,500 square feet and no boundary line thereof shall be less than 75 feet in length.

9.3 No mobile home shall be parked or otherwise located elsewhere than upon a mobile home stand.

9.31 No such stand shall be nearer than a distance of:

a. Thirty (30) feet from an adjacent mobile home in any direction.

b. Fifty (50) feet from an adjoining property line.

c. One hundred (100) feet from the center line of any state or county street or highway and one hundred (100) feet from the center line of a town street or highway.

d. Thirty (30) feet from the nearest edge of any right-of-way boundary of any street within the park.

9.32 Only one mobile home shall be permitted to occupy any one mobile home lot.

9.4 Each mobile home lot shall have a mobile home stand.

9.41 Every such stand shall:

a. Permit of the practical placement or the removal from the lot of a mobile
home and its appurtenant structures, and the retention of the home on the lot in a stable condition.

b. Be of sufficient size to fit the dimensions of any mobile home placed thereon, together with its appurtenant structures or appendages.

c. Be constructed of an appropriate durable nonporous material which is adequate for the support of any load which may reasonably be expected to be place thereon;

d. Have a durable surface and be suitably graded to permit rapid surface drainage.

9.5 Every mobile home park shall be easily accessible from a public highway or street.

9.51 Any mobile home park containing more than twelve (12) mobile home shall have two (2) points of entry and exit, but no mobile home park shall have more than four (4) entry and exit points.

9.52 Every entrance to and exit from a mobile home park shall be so designed and located as to provide safe and convenient movement of persons and vehicles into and out of the park, and to minimize friction within the free movement of traffic on the public highways and streets to which it connects. Every entrance and exit shall.

a. Be at right angels to the public highway or street to which it connects;

b. Be free of any material which would impede the visibility of a driver on a public highway or street.

c. Be of sufficient width the facilitate the turning movements of vehicles with mobile homes attached.

9.53 Each mobile home park shall have streets providing convenient access to all mobile home lots and other important facilities within the park. All such streets shall:

a. Be improved to current road specifications to the Town of Fort Ann

b. Be so designed as to permit safe and convenient vehicular circulation within the park.

c. Be adapted to the topography and have suitable alignment and gradient for traffic safety.

d. Intersect at right angles;

e. Have a Thirty (30) foot minimum width or right of way

f. Be maintained to a minimum width of twenty (20) feet.

9.6 Except in case of emergency, no parking shall be allowed on any street in any mobile home park.

9.61 At least one and one/half off-street parking spaces shall be provided for each mobile home lot. Each such space shall:

a. Have a minimum length of twenty (20) feet and width of seven (7) feet, and

b. Be located in a central or otherwise common parking area with no parking spaces being less than one hundred (100) feet from any mobile home.

9.62 Additional off-street parking spaces shall be provided within the mobile home park at convenient locations for guests and delivery and service vehicles.

a. There shall be one such parking space for each two (2) mobile home lots within the park.

b. Such parking spaces shall be in bays with provide adequate maneuvering space.

9.62 Every such parking space and driveway shall:

a. Be constructed of any appropriate durable nonporous material with an asphalt concrete surface, adequate for the support of any load reasonable expected to be placed thereon;

b. Have a durable surface and be suitable graded to permit rapid surface drainage.

9.7 The following utilities and service facilities shall be provided in each mobile home park and shall be constructed and maintained in accordance with the regulations and requirements of the New York State Department of Health, the Sanitary Code of New York State, Town and County Solid Waste and Recycling Programs and State Environmental Quality Review Act

a. An adequate supply of pure water for drinking and domestic purposes supplied by pipes to all mobile home lots and service buildings within the park, with proper connections to each building and mobile home.

b. A sewage system connected to each mobile home and service building situated in the park to receive the waste from showers, tube, toilets,

lavatories and sinks therein, and dispose of the same in a sanitary manner. Sewer connections in unoccupied lots shall be tightly sealed to prevent emission of gas and odors and the breeding or harboring of insects or vermin.

c. Garbage cans with tight fitting covers, in quantities adequate to permit the disposal of all garbage and rubbish from the park. Such cans shall be kept covered and in sanitary condition at all times. An adequate supply of such cans shall be kept within one hundred (100) feet of each mobile home lot. Garbage and rubbish shall be collected and disposed of outside of the park as frequently as may be necessary to insure that such cans shall not overflow.

d. Other service buildings as deemed necessary for the normal operation of the park. Such buildings shall be maintained in a clean, orderly and sanitary condition.

e. Underground weatherproof electric service connections and outlets of a type approved by the New York State Board of Fire Underwriters of the provision of electric service to each mobile home located or to be located in such park; unless underground service is not economically feasible.

f. A storage building or other suitable place for the secure and orderly storage of personal property, such as bicycle, baby carriages, lawn furniture, and the like shall be placed on each mobile home lot for the use of the occupants of the mobile home thereon. No combustible or noxious material shall be stored beneath any mobile home, nor shall any personal property be so stored beneath a mobile home as to constitute a health hazard or other public nuisance.

9.8 Each mobile home park shall provide common open space, not including roads, conveniently located for the use of the occupants of such park.

a. Such space shall have a total area equal to at least twenty-five (25) percent of the gross land area of the park.

9.9 Every mobile home park shall have lawn or other suitable vegetative ground cover on all areas not used for the placement of mobile homes and other buildings, walkways, roads, and parking areas. Trees an shrubs shall be provided to the extent necessary to screen objectionable views and to provide adequate shade and a suitable setting for the mobile homes and other facilities in the park.

a. Views which shall be screened include, fuel tanks and other nonresidential uses, garbage storage and collection areas and all abutting yards of adjacent properties.

b. Other planting shall be provided along those areas within the park which front upon public highways and streets to reduce glare from automobile headlights and provide pleasant outlooks for the living units.

9.10 No mobile home shall be placed in any mobile home park unless the same shall be at

least eight hundred and forty (840) square feet interior dimension living area, containing a HUD seal lawfully affixed thereto and shall further have a flush toilet, a tube or shower, a sink, cooking and heating facilities, and plumbing and electrical systems for connection to outside systems, all which comply with all applicable laws, rules and regulations.

9.11 Every mobile home park shall be sufficiently lighted during hours of darkness to provide for the movement of pedestrian occupants of the park to and from mobile homes and service buildings.

9.12 The owner or operator of every mobile home court shall keep a permanent record in writing, of all persons occupying or using the facilities of such court, which shall include the following.

a. The names and addresses of each occupant of each mobile home.

b. Name and address of the owner of each mobile home

c. Year, make, model and color of each mobile home

d. Registration numbers of any motor vehicle regularly maintained by any resident of the mobile home park

e. Information shall be provided to the volunteer fire company and emergency squad providing service to said area.

9.13 Construction shall commence not later than ninety (90) days from date of approval of application.

SECTION 10 REQUIREMENTS FOR TRAILER CAMPS

10.1 All of the provisions of Section 9 hereof shall apply to every trailer camp except as in this section 10 otherwise provided. For the purpose of the regulation of travel trailers and trailer camps such as Section 9 shall be read and construed as if the terms "Mobile Home", "Mobile Home Lot", "Mobile Home Park", and "Mobile Home Stand" read "Travel Trailer", "Trailer Lot", "Trailer Park", and "Trailer Stand".

10.2 The total number of trailer lots in any trailer camp shall not exceed twelve(12) per gross acre.

10.3 Each trailer lot shall have a total area of not less than 2,500 square feet with a minimum dimension of thirty (30) feet.

10.4 No travel trailer shall be parked or otherwise located nearer than a distance of:

a. Thirty (30) feet from an adjacent travel trailer in any direction

10.5 The following utilities and service facilities shall be provided in each trailer camp and the same shall comply with the regulations and requirements of the New York State Department of Health, the Sanitary Code of New York State and SEQRA.

10.51 An adequate supply of pure water for drinking and domestic purposes shall be

supplied by pipes to all buildings and trailer lots within the camp to meet the requirements of such camp. Each lot shall be provided with a cold water tap, the waste from which shall be emptied into a drain connected to an approved disposal system.

10.52 Toilet and other necessary sanitary facilities for males and females shall be provided in permanent structures. Such facilities shall be housed in either separate buildings or in the same building, in the latter case such facilities shall be separated by sound-proof walls. The male and female facilities shall be marked with appropriate signs and have separate entrance for each.

10.53 Such toilet and other sanitary facilities shall be provided in the following manner:

a. Male facilities shall consist of not less than: one flush toilet for every twenty trailers, one urinal for every twenty trailers; one lavatory for every 10 trailers, one shower, with an adjoining dress compartment for at least sixteen square feet for every ten trailers.

b. Female facilities shall consist of not less than: one flush toilet for every ten trailers, one lavatory for every ten trailers, one shower, with an adjoining dress compartment of at least sixteen square feet for every ten trailers.

c. Provide adequate solid waste recycling facilities.

10.54 Lavatory and shower facilities shall be supplied with hot and cold running water.

10.55 The building housing such toilet and sanitary facilities shall be well-lighted at all times of the day and night; shall be well-ventilated with screened openings; shall be constructed of moisture-proof material; shall be well heated and shall be clean and sanitarily maintained at all times. The floors of such buildings shall be of water impervious material.

10.56 Such building shall not be located nearer than forty (40) feet nor further than four hundred (400) feet from any travel trailer.

10.57 Laundry facilities at suitable locations for the convenience of the occupants of the park. Such facilities shall be equipped with at least one (1) operating washing machine and one (1) operating dryer. Such facilities shall be housed in a permanent structure or structures which shall be adequately lighted, heated and ventilated. Be maintained in a clean, orderly and sanitary condition.

10.58 Not less than one (1) public telephone.

10.6 Waste from all buildings and trailer lots shall be discharged into an approved public or private sewer system in such manner as not to present a health hazard.

SECTION 11 MOBILE HOME LOCATED OUTSIDE OF MOBILE HOME PARK

11.1 No mobile home shall hereafter be parked or otherwise placed within the Town (outside the Village of Fort Ann limits) and outside a licensed mobile home park, except as follows:

a. The PLANNING BOARD may grant a permit, for a period not to exceed one year to the owner of land within the town who intends to construct on such land a dwelling house for his own occupancy of his employee's occupancy. The owner of the land may place or park a mobile home on such land for his own occupancy or his employee's occupancy during the construction of such dwelling. Said permit may be renewed only once, without a fee, for a period not to exceed one year. (note: this is a total of Two years) The mobile home shall be removed from the premises upon expiration of the permit. In addition to the application form the owner shall furnish the information of Section 11.21 and the following data.

1. Specifications and plans for the dwelling house in accordance with the NYS building codes and its placement on the site.

2. Evidence of financial ability to complete construction

3. The appropriate fee for a building permit.

b. The INSPECTOR may grant a permit, for a period not to exceed one year, to the owner or occupant of land within the Town of Fort Ann to temporarily replace an occupied dwelling destroyed by fire or other disaster in accordance with paragraph 11.4. Said license is not transferable and becomes void if ownership of the land changes or if the mobile home is unoccupied for more than ninety (90) consecutive days. Said permit may be renewed only once, without a fee, for a period not to exceed one year. In addition to the application form the owner shall furnish the information of Section 11.21 and the following data:

1. Specifications and plans for repair and/or replacement of the damaged structure in accordance to the New York State Building Codes.

2. Appropriate fee for a building permit, if applicable.

c. The PLANNING BOARD may grant a permit to the owner of a farm, who can demonstrate substantial need, to set up a mobile home (or mobile homes) to be occupied only by a farm work (or workers) and his (their) family (ies) Such need may include data on the number of cows being milked, acreage farmed, size of greenhouse operation, size of stable operation or other appropriate considerations. Each mobile home shall be located on a lot of at least 75 feet by 100 feet and no closer than 100 feet to the farm house or any farm building. The lot(s) shall be free from drainage problems and fenced off from farm animals. Said license shall be valid for 12 months from the date of issue.

d. The PLANNING BOARD may grant a permit for a single family mobile home on a single parcel only upon the Planning Board conducting a public hearing upon 10 day notification of said public hearing.

Section 6 will govern the procedure for approval.

The plot upon which a mobile home is to be placed must consist of not less than one acre with frontage on an open public highway or private land with no other mobile home, building or structure now on or hereafter to be placed on said plot except a garage or storage building, an accessory to said mobile home.
The mobile home shall be located at least 100 feet back from the center of the road or highway and a minimum of 100 feet from the adjoining property line. All mobile homes must comply with the sanitary laws and regulations of the New York State Health Department and other state and federal regulations. The mobile home may not be used as an office for business. Electrical inspection by an authorized inspection agency must occur. The mobile home shall be located in an area where grades and soil conditions are suitable for use as a mobile home site. Mobile Home shall not be used as a rental unit.

Applicant, in addition to this Section, must comply with requirements in Section 9.4 , 9.7, 9.9, 9.10, 9.11 and 11.7 of said law.

The applicant must file three copies of the application for a license with the Town Clerk accompanied by a fee determined by the Town Clerk.

No renewal is required for permit granted under this section.

e. Within thirty (30) days prior to the expiration of a permit for mobile home outside a mobile home park (Section d not applicable) the owner shall renew said permit with the building inspector. For mobile homes permitted for farm use, evidence of the farm worker-occupant's employment on the farm shall accompany the renewal application. No renewal is required for permit granted under Section D.

11.2 The owner of land, as above provided for, shall file application and three (3) copies for a license with the Town Clerk.

11.21 Each such application for mobile home shall be in writing and signed by the applicant. This application must state and be accompanied by the following:

a. The name and address of the applicant.

b. The location and description of the land.

c. A plan drawn to scale of not smaller than 1 inch equals 20 feet. This plan must show the boundaries of the land, the location of the mobile home on the land, the location and plan for the proposed water and sewage disposal systems, and the location of adjacent properties and structures.

d. A certified or photo copy of the deed to the land which indicates that the applicant is the owner of such land.

e. The proper fee from Appendix A.

11.22 After completion of each Mobile Home application:

a. The Town Clerk shall transmit the completed application to the Town Inspector

b. Upon receipt the inspector shall review all applications compliance with the provisions of this law and the requirements of the County or State Department of Health.

c. With respect to an application for a permit for a Mobile home to temporarily replace an occupied dwelling destroyed by fire or other disaster the inspector shall issue or deny the permit within ten (10) days of receipt of the application.

d. With respect to an application for a permit for a mobile home for use during new construction and for farm use, the Inspector shall transmit the application along with his written findings to the Planning Board within thirty (30) days of receipt of the application.

The Planning Board shall review the application and the findings of the Inspector and by resolution, within sixty (60) days upon receipt of completed application and at its next regular meeting, indicate its approval or disapproval of a mobile home for use during new construction o r a mobile home for farm use.

e. With respect to all other revision to application for a permit for mobile home on property.

11.23 The Inspector or Planning Board shall notify the applicant of the decision and issue a permit to the applicant if the application was approved.

11.3 If an application for a permit to place a mobile home outside a mobile home park is denied by the Town Inspector or the Planning Board, the applicant may appeal said decision to the Town Zoning Board of Appeals or Town Board if there be no Zoning Board of Appeals. Approval by the applicable Board after denial of the application by the Planning Board shall require a majority plus one (1) of the Board membership.

11.4 Any mobile home parked or placed outside a duly licensed mobile home park shall have an adequate supply of pure water for drinking and domestic purposes, and a sewage disposal system. Both systems shall satisfy the requirements of the New York State Department of Health.

11.5 No occupied mobile home outside a duly licensed mobile home park shall be parked or placed nearer than:

a. A distance of one hundred (100) feet from the center line of a state or county street or highway and one hundred (100) feet from the center line of a town, street or highway.

b. A distance of one hundred (100) feet from an adjacent property line.

11.6 Not more than one non-farm mobile home shall be place or parked on any parcel of land which is located outside a licensed mobile home park.

11.7 No mobile home shall be placed or situated in the Town of For Ann unless the same shall contain at least 840 square feet interior dimension, having the HUD seal affixed thereto, and be in conformance with the applicable provisions contained in Chapter D Articles 1-3 of the NYS Uniform Fire Prevention and Building Code as the same may be amended from time to time and be in compliance with the requirements of Sections 3 & 11.

SECTION 12 EXISTING MOBILE HOMES

12.1 A mobile home, which is lawfully in existence prior to the enactment of this law, but not located in a mobile home park may be continued to be used as living quarters by its occupant, provided:

a. The owner of the land upon which such mobile home is located shall register such mobile home with the Town Clerk within thirty (30) days of the effective date of this law. Such registration shall be accompanied by a description of the parcel and of the mobile home, and a statement of the ownership of each.

b. The mobile home meets the requirements of Section 11.4 (Water and Sewage Disposal Requirements.

12.2 If the owner of the land desired to substitute a mobile home of superior construction or improve the facilities for the existing mobile home, such owner shall file an application for license pursuant to Section 11 hereof. The application fee from Appendix A will be required.

SECTION 13 TRAVEL TRAILERS LOCATED OUTSIDE TRAILER CAMPS

13.1 No travel trailer used as a permanent residence shall hereafter be parked or otherwise placed within the Town unless such travel trailer is parked or placed in a duly licensed trailer camp.

SECTION 14 ENFORCEMENT

14.1 The Inspector of the Town of Fort Ann, shall enforce all of the provision of this law.

SECTION 15 REVOCATION OF MOBILE HOME PARK OR TRAILER CAMP LICENSE.

15.1 If a police officer, the Inspector, or any authorized representative of the Town finds that any mobile home park or trailer camp is not being maintained in a clean and sanitary condition or is not being conducted in accordance with the provision of this Law, or that the applicable fees provided for in this Law have not been paid or that the applicable registration provision of this Law are not being carried out, such facts shall thereupon be reported to the Town Board and said Town Board may direct the Town Clerk to serve and order in writing upon the holder of the License for such park or Board may direct the Town Clerk to serve and order in writing upon the holder of the license for such park or camp directing that the condition therein specified by remedied within the (10) days after receipt of service of such order.

If such conditions are not corrected after the expiration of said ten (10) day period, the Town Board may cause a notice in writing to be served upon the holder of said license requiring the said holder to appear before the Town Board at a time to be specified in such notice and show cause why such license should not be revoked. The Town Board may, after a hearing at which testimony of witnesses may be taken, and the holder of the license shall be heard, revoke such license if said Town Board shall find that the said park or camp is not being maintained in a clean and sanitary condition, or that any provision of this law has been or is being violated or that the fees provided for in this Law have not been paid or for other sufficient cause. Upon the revocation of such license, the premises shall immediately cease to be used for the purpose of a mobile home park or trailer camp and all mobile homes and travel trailers, as the case may be, shall forthwith be removed herefrom and the land returned to its original condition.

SECTION 16 REVOCATION OF LICENSE OF MOBILE HOME OUTSIDE OF MOBILE HOME PARK

16.1 If a police officer, the Inspector or any authorized representative of the Town finds that any mobile home outside a mobile home camp is not being maintained in a clean and sanitary condition, or is not being maintained in accordance with the provision of this law, or that the fee provided for in this Law has not been paid, such facts shall thereupon be reported to the Town Board and the said Town Board may direct the Town Clerk to serve an order in writing upon the holder of the license, the owner of the mobile home, or the owner of the premised on which it is located, or any or all thereof, directing that the condition therein specified by remedied within five (5) days after the date of service of such order.

If such conditions are not corrected, after the expiration of said five-day period, the Town Board may cause a notice in writing to be served upon the person or persons upon whom such order was served requiring the appearance of the person so served before the Town Board at a time to be specified in such notice and show cause why such license should not be revoked.

The Town Board may after a hearing at which testimony of witnesses may b e taken, and the person or persons so served shall be heard, revoke such license if the Town Board shall find that the said mobile home is not being maintained in a clean and sanitary condition or if they find that any provision of this Law has not been paid or for any other sufficient cause.

Upon the revocation of such license, the said mobile home shall be removed forthwith from the premises (not more than five (5) days following notification of revocation).

SECTION 17 PENALTIES

17.1 Any person who violates any provision of this Law shall be guilty of a violation against such law punishable by a fine of not more than Two Hundred and Fifty ($250.00) Dollars and not more than fifteen (15) days imprisonment.

In addition, the violation of this Law or any of the provisions thereof shall subject the person, firm or corporation violating the same to a civil penalty in this sum of Two Hundred and Fifty ($250.00) Dollars and said penalty to be recovered by the Town of Fort Ann in a civil action. The application of the above penalty or penalties, or the prosecution for t the violation of the provision of the Law shall not be deemed to prevent the revocation of any license issued pursuant thereto or the enforced removal of conditions prohibited by this Law.

In the event of a police officer, inspector or any authorized representative of the Town finds a violation has occurred regarding Section 9.7 and / or 10.5 written notification shall be

given to require compliance in a reasonable period of time. Reasonableness will be determined in the context of the nature of the violation.

If failure to comply occurs, the Town upon five (5) day written notification will undertake compliance. Said cost for compliance will be assessed against said property owner as well as operators of facilities.

These courses of action by the Town are not exclusive to other remedies found within this Local law.

SECTION 18 ISSUANCE OF LICENSE NOT TO WAIVE COMPLIANCE WITH OTHER STATUTES OF ORDINANCE

18.1 The issuance of any license pursuant to the provisions of the Law shall not be deemed to waive compliance by any person with any statue of the State of New York or law, ordinance of health regulation of the Town or of the County.

SECTION 19 EXCEPTIONS

19.1 None of the provision of this Law shall be applicable to the following.

a. The storage of garaging of travel trailers, not being used for living or sleeping purposes, within a building or structure or to the storage of one unoccupied travel trailer on premises occupied as the principal residence of the owner of such travel trailer, provided, however, that such unoccupied travel trailer shall not be parked or located between the street line and the front of such premises.

b. A mobile home or travel trailer located on the site of a construction project, survey project or other similar project and which is used solely as a field office or work or tool house in connection with such project, provided that such mobile home or travel trailer is removed from such site within thirty (30) days after the completion of such project.

SECTION 20 WAIVERS

Where there are practical, difficult, or unnecessary hardships in the way of carrying out the strict letter of provisions of this ordinance, the Town Board, after review and recommendation by the Planning Board, shall have the power in a specific case to vary any such provisions in harmony with the general purpose and intent of this code, so that the public health, safety and general welfare may be secured and substantial justice done.

SECTION 21 BOARD DISCRETION

After consideration of any application's potential impact upon the health, safety and welfare of the Town, the Planning Board and / or the Zoning Board of Appeals may impose reasonable conditions upon the issuance of any special permit within the scope of this Local Law.

SECTION 22 VALIDITY

If any section, paragraph, subdivision or provision of this law shall be found invalid, such invalidity shall apply to the section, paragraph, subdivision or provision adjudged invalid, and the remainder of the law shall remain valid and effective.

SECTION 23 CHANGES IN THIS LOCAL LAW

The Town Board may from time to time amend, supplement, change or repeal any of the regulations and restrictions pursuant to Section 130 of the Town Law.

SECTION 24 EFFECTIVE DATE

This Local Law shall take effect immediately.

APPENDIX A - FEE SCHEDULE

. Application for a mobile home park	$500.00 plus $10.00 per lot plus the cost of any engineering or other service incurred by the Town as outlined in Section 5 of Local Law 5 of Local Law 1 of 1990.
. Application for Annual Renewal of permit for a mobile home park	$10.00 plus $2.00 per lot
. Application for a supplemental permit for a mobile home park	$50.00 plus $10.00 per lot
. Permit for a mobile home located outside a mobile home park	$25.00
. Application for a trailer camp	$10.00 plus $10.00 per lot plus the cost of any engineering or other service incurred by the Town as outlined in Section 5 of Local Law No 1 of 1990.
. Application for Annual renewal of permit for a trail camp	$10.00 plus $2.00 per lot
. Application for a supplemental permit for a trailer camp	$50.00 plus $10.00 per lot

1. (Final adoption by Local Legislative body only)

I hereby certify that the local law annexed hereto, designated as local law No 1 of 19 90 Of the Town of Fort Ann was duly passed by the Town Board of the Town of Fort Ann On March 12, 19 90 in accordance with the applicable provisions of the law.

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and all of the whole of such original local law, and was finally adopted in the manner indicated in paragraph.....above.

Mary Jane Godfrey
Town Clerk
Town of Fort Ann

Date: March 12, 1990

(Seal)

(Ccrtification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized Attorney of locality)

STATE OF NEW YORK
COUNTY OF WASHINGTON

I, the undersigned hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

Edward M. Bartholomew Jr.

Attorney to the Town of Fort Ann

Date: March 12, 1990

Town of FORT ANN

New Application Section

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PROPERTY IDENTIFICATION FORM
TOWN OF FORT ANN PLANNING BOARD
80 GEORGE STREET
P.O. BOX 314
FORT ANN, NY 12827

To Whom It May Concern:
An application for (check as needed):

- ☐ Site Plan Review
- ☐ Subdivision Review
- ☐ Mobile Home Permit
- ☐ Telecommunications Tower

is currently pending before the Town of Fort Ann Planning Board for this property.

Owner
Name: _____ Address: _____
Name: _____ Address: _____
Applicant (if different from Owner)
Name: _____ Address: _____
For property located at : _____

THIS NOTICE IS TO BE PLACED IN A PLASTIC PROTECTIVE COVER AND POSTED CONSPICUOUSLY IMMEDIATELY ADJACENT TO THE NEAREST ROAD OR OTHER TRAVELED PUBLIC RIGHT OF WAY FOR PLANNING BOARD IDENTIFICATION OF THE PROPERTY.

New Application Section

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General Municipal Law §239-M Referral Form

Washington County Planning Board

October 2013

Please note, Washington County now requires 12 complete application sets including supplement application material and a CD with a digital application to review a project.

Below is their new checklist.

Location is within 500 feet of the following:

- Municipal Boundary
- Right-of-Way of County/State Expressway, Highway or Road
- Boundary of County/State-owned Land Containing a Public Building or Institution
- Boundary of a Farm Operation Located in an Agricultural District
- Not Applicable

Include the following:

- Completed Environmental Assessment Form (EAF) and all other materials used by the referring body to make a determination of significance pursuant to the State Environmental Quality Review Act (SEQRA).
  - If Type II Action, please note the number of the action as listed under 6NYCRR Part 617.5 (c): _____
- Copy of the full text of ordinance or local law being proposed or amended (if applicable).
- Copy of the application submitted to referring body.
- Maps and plans (i.e. conceptual site plan, schematic plan, site details, etc.): If oversized (larger than 11”x17”), please reduce original maps and plans to 11”x17” for submission.
- Aerial photograph(s) showing the context of the site location.
- Twelve (12) printed copies of the full statement with the above stated inclusions.

  An electronic version of the completed full statement: please provide CD copy or e-mail to the Washington County Real Property.