



Town of Shelburne, Vermont

CHARTERED 1763

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EXPANDED OR MODIFIED MOBILE HOME PARK APPLICATION*

* Also available in alternate formats in accordance with the Americans With Disability Act.

PLEASE USE THIS FORM TO REQUEST APPROVAL OF CHANGES TO EXISTING MOBILE HOME PARKS

Shelburne's zoning regulations authorize expansion or modification of Mobile Home Parks subject to specific requirements. A Mobile Home Park is any parcel of land under a single or common ownership or control, which contains, or is designed, laid out or adapted to accommodate, two or more mobile homes, but not including premises for the display or storage of mobile homes. Proposals to expand or modify existing mobile home parks shall require Conditional Use and Site Plan Review approval, as well as approval under the Subdivision bylaws.

If a non-conforming mobile home park is modified pursuant to the bylaws, the entire mobile home park will be treated as a Nonconformity. The individual lots will not be considered to be a nonconformity so long as the lot : has adequate wastewater capacity; is not located less than ten (10) feet from any other primary structure(s); and does not obstruct or prohibit ingress or egress for any primary structure or obstruct mobility of any primary structure, or obstruct emergency services or rights of way.

APPLICANT INFO

APPLICANT	PRIMARY CONSULTANT (If any)
First Name (please print)	Name (please print)
Last Name (please print)	Mailing address
Signature	City State Zip
GAF Number	Email
Request	Phone

PROJECT INFO

Please provide or attach a concise description of your project:

Form continues on reverse side...

FOR OFFICE USE ONLY

Date received	by	Referral (s)	by
Fee received	by	Forms offered	by
Permit #	by	Hearing date	

MOBILE HOME PARK MODIFICATION APPLICATION

PROJECT INFO

# Mobile Home sites/lots		# Parking Spaces		# Curb Cuts / Access	
Existing # home sites		Total existing # vehicle parking spaces		Existing # curb cuts serving park	
# sites after project		# spaces after project		# after project	
# relocated home sites		# spaces separate from home sites but within 300 feet		Any signalization?	
# new/modified sites per acre					

Project Utilities:

Will the project result in changes to any non-complying mobile home sites or lots?		Will all new sites/lots be served by public wastewater (sewage treatment)?	
Will all new sites/lots be served by public water?		Will electric utilities serving new sites be located underground?	

CONFORMANCE WITH BASIC CRITERIA

<p>Applications to modify a mobile home park must meet several criteria contained in the zoning bylaw. The review process will tend to function more smoothly when you provide thorough responses to the following items.</p>
<p>Describe or summarize and attach any evidence indicating that the area between new and relocated mobile homes and any boundary of the mobile home park, including adjacent public highways, will be adequately landscaped.</p>
<p>Describe or summarize and attach any evidence indicating that the access to any expanded mobile home parks is designed to minimize congestion and hazards at the entrance or exit and allow free movement of traffic on adjacent streets. (The Development Review may require redesign or relocation of access to an existing mobile home park if required to minimize congestion and hazards at access and allow free movement of traffic on adjacent streets.) Applicant may rely on evidence in Site Plan application.</p>
<p>If expanded mobile home park would contain 30 or more units, describe or summarize and attach any evidence indicating that of shall be provided with at least two points of entrance and/or exit.</p>
<p>Describe or summarize and attach any evidence indicating that all expanded mobile home parks shall provide safe and convenient access to and from each and every mobile home lot.</p>
<p>Describe or summarize and attach any evidence indicating that off-street parking for new and relocated units in an expanded or modified mobile home park shall be provided consistent with requirements for other residential development. Parking spaces shall not be located more than 300 feet from the mobile home lot it is intended to serve.</p>

MOBILE HOME PARK MODIFICATION APPLICATION

CONFORMANCE WITH SPECIFIC CRITERIA

Describe or summarize and attach any evidence indicating that the minimum size of each **new or relocated mobile home site** shall be 5,000 square feet.

Describe or summarize and attach any evidence indicating that building placement on each **new** mobile home site within the modified Mobile Home park shall reflect the following minimum setback requirements:

1. Front yard setback: 20 feet.
2. Side yard setback: 10 feet.
3. Rear yard setback: 10 feet.

Describe or summarize and attach any evidence indicating that building placement on each **new** mobile home site shall be setback from stream, pond or lake bank by a distance of at least 100 feet.

Describe or summarize and attach any evidence indicating that any accessory structures allowed by park rules will be compliant with setback requirements as noted above and will not exceed one hundred (100) percent of the floor area of the mobile home.

Describe or summarize and attach any evidence indicating that existing mobile homes or those proposed to be relocated within a mobile home park will not increase overall density of existing or relocated homes above that occurring as of the date of application .

Describe or summarize and attach any evidence indicating that the mobile homes proposed to be added or relocated in an expanded or modified mobile home park shall meet the following gross density requirements:

- 1.if served by municipal water supply and wastewater: 1 unit per 8000 sf.
- 2.if not served by municipal water supply and wastewater: 0.5 multiplied by single family lot size (minimum) specified in underlying zoning district.

EXPANDED OR MODIFIED MOBILE HOME PARK APPLICATION

MOBILE HOME PARK MODIFICATION SITE PLAN CHECKLIST

As applications to expand or otherwise modify an existing mobile home park must undergo both Site Plan Review and Conditional Use Review, the "Mobile Home Park Modification Site Plan" submitted with this application shall supplement the Site Plans required with those Applications.

The features depicted on the Mobile Home Park Modification Site Plan submitted with this application, and/or incorporated into the Site Plan submitted with the Site Plan and Conditional Use applications must include the following:

Site plan or plans, drawn to scale, showing existing and proposed contours at 1 foot intervals, flood hazard area boundaries, water courses, any zoning district boundaries that abut or cross the site, property lines as delineated on a survey prepared by a surveyor licensed in the State of Vermont, **existing mobile home sites, proposed mobile home site layout, designation of any relocated mobile home sites, proposed accessory structures**, sign lighting, north arrow, scale and date.

If project proposes new or reconstructed building within the setback, the plans must also depict the building footprint, floor area, and volume encroaching on setbacks or exceeding bylaw limits.

Mobile Home Park Modification Review Procedure and Checklist

- A. **Project narrative and description of the location of the proposed development.** This must also include the name of the owner of record and applicant, if different, the name(s) of the design professional(s) preparing the plans,. (Applicant may rely on ...)
- B. **Site plan or plans as noted above.**
- C. **Total site area, pre-project mobile home density (units per acre), post-project mobile home density (units per acre)**
- D. **Detailed specifications of the planting and landscaping materials** proposed for the area between new and relocated mobile homes and any boundary of the mobile home park, including adjacent public highways. For clarity, applicants are encouraged to submit separate Landscape plans prepared by a landscape architect, master gardener, nursery professional, arborist, professional landscape designer, or other qualified landscape professional
- E. If the proposed development is to be phased, provide a **description of the planned phasing**, including the portions to be constructed in each phase.
- F. Other information ____.

SUBMIT