

## **Mobile Home Park Renewal of License Application**

A license to operate a mobile home park in the Town of Dedham is valid for the period of one year – with the expiration date of December 31<sup>st</sup>. As defined in the ordinance, a mobile home park is a parcel of land under single ownership which has been planned and improved for the placement of two or more mobile homes per parcel. **Annual renewal of this license is achieved by completing the application for renewal and payment of a \$ 100 renewal fee. The application and fee must be received by the Treasurer prior to April 1<sup>st</sup>.** As part of the renewal process, all mobile home park owners shall arrange for inspections by the Health Officer, Fire Chief, and Code Enforcement Officer. After the inspections, the officials shall report in writing to the Town Clerk as to whether the mobile home park complies with the town ordinance – at which time the clerk shall issue a renewal of the license.

If the park is not found to be in compliance, the clerk shall notify the applicant by certified mail of the deficiencies. The applicant shall have 10 days in which to present a plan for bringing the park into compliance. The plan shall include specific provision for meeting the deficiencies outlined in the official inspection reports and a schedule for completion of work within 30 days. The plan shall be reviewed by, and subject to the approval of, the officials reporting the deficiencies.

If after 30 days following approval of the plan, the park has not been brought into compliance, it shall be found to be in violation of the ordinance and subject to penalties described therein.

Failure of a mobile home park owner to comply with the provisions of the ordinance may result in suspension or revocation by the Selectmen of a permit/license issued in accordance with the ordinance. Rights of appeal are outlined within the ordinance, copies of which are available at the town office.

Application year: January 1 to December 31, \_\_\_\_\_

Property owner's name \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone number \_\_\_\_\_

Property location \_\_\_\_\_

Map \_\_\_\_\_ Lot \_\_\_\_\_

Number of mobile homes present as of December 31 \_\_\_\_\_

Are all units "Zone 2" and manufactured after June 15, 1976?      Y      N

If no, provide list of units which do not meet these stipulations.

Provide sketch of mobile home placement with tenants' names.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

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Office use only

Inspection check list:

Health officer:    Pass    Fail    Deficiencies: \_\_\_\_\_

\_\_\_\_\_

Signature & Date \_\_\_\_\_

Fire Chief:    Pass    Fail    Deficiencies: \_\_\_\_\_

\_\_\_\_\_

Signature & Date \_\_\_\_\_

Code enforcement officer:    Pass    Fail    Deficiencies: \_\_\_\_\_

\_\_\_\_\_

Signature & Date \_\_\_\_\_

Clerk: Date received \_\_\_\_\_ License issued date: \_\_\_\_\_

Date notified of improvement plan \_\_\_\_\_ plan approval \_\_\_\_\_