

CITY OF KIOWA, KANSAS

Manufactured Home and Recreational Vehicle Code

Edition of April, 2012

SECTION 101. **Title:** This code shall be known and may be cited as the "Manufactured Home and Recreational Vehicle Code of Kiowa, Kansas", and shall hereinafter be referred to as "this Code."

SECTION 102. **Purpose:** This Code is intended to serve the following purposes:

- (1) Promote the health, safety, morals, comfort and general welfare of the citizens of the City of Kiowa, Kansas.
- (2) Establish standards for the placement of manufactured homes and recreational vehicles within the City of Kiowa, Kansas.

SECTION 103. **Applicability:** This Code shall be applicable to the placement of manufactured homes and recreational vehicles within the City of Kiowa, Kansas. Nothing hereunder shall pertain to "job trailers," "construction trailers," "portable classrooms," or "portable offices."

SECTION 104. **Definitions:** As used in this Code, the following definitions shall apply unless the context clearly requires otherwise:

- (1) **Camp.** A recreational vehicle campground.
- (2) **Health Officer.** The Director of the Barber County Health Department, or his or her authorized representative.
- (3) **House Trailer.** A recreational vehicle.
- (4) **Inspection Officer.** The Zoning Administrator of the City of Kiowa, or his or her authorized representative.
- (5) **Manufactured Home.** A dwelling unit substantially assembled in an off-site manufacturing facility for installation or assembly at the dwelling site, bearing a label certifying that it was built in compliance with the adopted version of the National Manufactured Home Construction and Safety Standards Act established by 42 U.S.C. 5401, and amendments thereto, and generally known as the HUD Code (said adopted version being dated July 13, 1994).
- (6) **Manufactured Home Accessory Building or Structure.** A subordinate building or structure which is an addition to or supplements the facilities provided by a manufactured home, such as awnings, cabanas, storage structures, carports, porches, fences, skirting, or windbreaks.

- (7) **Manufactured Home Installation Contractor.** A contractor who has been licensed by the State of Kansas to obtain the required permits to perform footing and pier installation, anchorage and tie-down installation, and skirting installation as required by this Code.
- (8) **Manufactured Home Lot.** A plot of ground within a park for the placement of one manufactured home for single-family occupancy and the exclusive use of its occupants, and which provides the necessary utility services for water, sewage and electricity.
- (9) **Manufactured Home, Noncompliant.** A manufactured home, as defined herein, which was built prior to the adopted version of the National Manufactured Home Construction and Safety Standards Act established by 42 U.S.C. 5401, and amendments thereto, and generally known as the HUD Code (said adopted version being dated July 13, 1994).
- (10) **Manufactured Home Pad.** That portion of the manufactured home lot on which the manufactured home unit, and any attached awning, is placed.
- (11) **Manufactured Home Park.** An area, parcel, tract, or plot of ground equipped as required for support of manufactured homes and used or intended to be used by eight (8) or more occupied manufactured homes, provided the manufactured home spaces shall not be sold or offered for sale individually. The term "manufactured home park" does not include sale lots on which unoccupied manufactured homes, whether new or used, are parked for the purpose of storage, inspection or sale.
- (12) **Manufactured Home Park, Temporary.** An area, parcel, tract, or plot of ground equipped as required for support of manufactured homes and used or intended to be used by less than eight (8) occupied manufactured homes, provided the manufactured home spaces shall not be sold or offered for sale individually. The term "temporary manufactured home park" does not include sale lots on which unoccupied manufactured homes, whether new or used, are parked for the purpose of storage, inspection or sale.
- (13) **Manufactured Home Sales Area.** An open space, other than a street or alley, used for display or sale of new or used manufactured homes, and where no repair work is done except minor incidental repair of manufactured homes to be displayed and sold on the premises.
- (14) **Manufactured Home Skirting.** The enclosing of the area between the manufactured home and the ground with a material designed to obscure from view the chassis of a manufactured home.
- (15) **Manufactured Home, Residential-Design.** A manufactured home on a permanent foundation which has (A) minimum dimensions of 22 body feet in width, (B) a pitched roof, and (C) siding and roofing materials which are customarily used on site-built homes. A residential-designed manufactured home shall be considered a single-family dwelling.
- (16) **Mobile Home.** A transportable, factory-built structure designed to be used as a year-round residential dwelling, built prior to or not in conformance with the National Manufactured Home Construction and Safety Standards Act, which became effective June 15, 1976.

- (17) **Modular Home.** A structure consisting of one or more components manufactured off-site in conformance to the standards of the building code of the city and related technical codes and moved to the construction site for final assembly as a dwelling unit, and placed on a permanent foundation as required for permanent structures.
- (18) **Motor Home.** A recreational vehicle.
- (19) **Occupy, Occupancy, or Occupied.** The use of any mobile home, manufactured home or recreational vehicle by any person for living, sleeping, cooking or eating purposes for any period of four (4) consecutive days.
- (20) **Operator.** The person or business that has charge, care or control of a licensed or unlicensed park or camp, or portion thereof; and/or the person or business that holds the license for a park or camp.
- (21) **Park.** A manufactured home park, including any nonconforming manufactured home park.
- (22) **Person.** Any individual, firm, trust, partnership, association or corporation.
- (23) **Pier.** One of the structural supports, required by the Uniform Standard Code for Manufactured Homes and Recreational Vehicles Act, for a manufactured home which is not secured to the ground on a permanent foundation.
- (24) **Recreational Vehicle.** A vehicular-type unit built on or for use on a chassis and designed as living quarters, both permanent and temporary, for recreational, camping or travel use, and which has its own motive power, or is mounted on, or which can be drawn by another vehicle. The term recreational vehicle shall include, but not be limited to, motor homes, travel trailers, camper trailers, house trailers, pickup truck campers, hauling trailers, and camper buses.
- (25) **Recreational Vehicle Campground.** A lot, tract or parcel of land designed for occupancy by twenty (20) or more recreational vehicles for temporary or transient living purposes, including the use of camping spaces for tents.
- (26) **Recreational Vehicle Campground, Temporary.** A lot, tract or parcel of land designed for occupancy by less than twenty (20) recreational vehicles for temporary or transient living purposes, including the use of camping spaces for tents.
- (27) **Roadway.** Any private street located within a park or camp and providing for the general vehicular and/or pedestrian circulation within the park or camp.
- (28) **Service Building.** A building housing all of the following: separate toilet facilities for men and women, laundry facilities and separate bath or shower accommodations. Such building may also include other associated uses such as an office and recreational facilities for the park or camp.
- (29) **Trailer Camp.** A recreational vehicle campground or temporary recreational vehicle campground.

SECTION 105. Manufactured Homes and Recreational Vehicles: Where Permitted. All new placements of manufactured homes and recreational vehicles shall be done in conformance with the provisions of this Code and in conformance with the Zoning Regulations of the City of Kiowa, Kansas. Placement of residential-designed manufactured homes shall be treated the same as the establishment of a single-family dwelling under the terms of the Zoning Regulations, but shall comply with the siting provisions of this Code.

Exceptions:

- (1) A manufactured home may be placed on any existing lot within the City of Kiowa with said lot being classified as a temporary manufactured home park even if only occupied by one (1) manufactured home, provided a permit is secured and the placement of such manufactured home conforms to the requirements for individual placement as provided in this Code. Such permission may be canceled by the Inspection Officer upon three (3) days written notice when in the opinion of the Inspection Officer the intent of this section is being violated.
- (2) A recreational vehicle may be occupied in a temporary recreational vehicle campground on any lot within the City of Kiowa, provided a permit is secured and the placement of such recreational vehicle conforms to the requirements for individual placement as provided in this Code. Such permission may be canceled by the Inspection Officer upon three (3) days written notice when in the opinion of the Inspection Officer the intent of this section is being violated.
- (3) A manufactured home may be occupied at a construction site by a night watchman or by construction project workmen when approved by the Inspection Officer when deemed necessary for security and/or construction purposes, and when in conformance with the provisions of the City of Kiowa Zoning Regulations. Such permission may be canceled by the Inspection Officer upon three (3) days written notice when in the opinion of the Inspection Officer the intent of this section is being violated.
- (4) A manufactured home may be occupied other than within a park, and a recreational vehicle may be occupied other than within a camp, for a period not to exceed one (1) year for the purpose of providing temporary housing following a local disaster such as fire, wind or flood damage; provided a permit is secured in accordance with this Code. Such placement for an extended period of time shall be in conformance with the provisions of the City of Kiowa Zoning Regulations.
- (5) A recreational vehicle may occupy a manufactured home lot in a manufactured home park, provided a service building as required for a camp is within two hundred (200) feet of the lot so occupied if the recreational vehicle does not provide such facilities itself.

SECTION 106. Installation or Relocation of Mobile Homes or Noncompliant Manufactured Homes Prohibited. Mobile homes and noncompliant manufactured homes, as defined herein, shall not be moved into, relocated or installed within the City of Kiowa. Any mobile home or noncompliant manufactured home lawfully in existence at the time of the adoption of this Code shall be subject to the license renewal provisions of this Code in the manner determined by the City for such renewals.

SECTION 107. Recreational Vehicles, Parking or Storage of. Recreational vehicles may be stored in private garages, or on the side yard or rear yard of private homes, business or industrial areas, but not on the street side of any corner lot. No recreational vehicle so stored shall be used for residential purposes. This provision shall also apply to the storage or parking of boats, jet skis, hauling trailers and the like.

SECTION 108. Recreational Vehicle Campground License. All persons operating a recreational vehicle campground within the City of Kiowa shall obtain a Recreational Vehicle Campground License from the City after approval by the Inspection Officer and the payment of the required fee. Such license shall expire on December 31 of the year of issuance, but may be renewed for additional periods of one (1) calendar year after approval by the Inspection Officer and the payment of the required fee, subject to the provisions of this code. No person shall operate a camp without a current Recreational Vehicle Campground License. The operation of a Temporary Recreational Vehicle Campground shall not require a license; provided, however, all performance standards established herein shall be maintained by the owner of the land on which said Temporary Recreational Vehicle Campground is established regardless of the number of spaces provided within said Temporary Recreational Vehicle Campground.

SECTION 109. Manufactured Home Park License. All persons operating a park within the City of Kiowa shall obtain a Manufactured Home Park License from the City after approval by the Inspection Officer and the payment of the required fee. Such license shall expire on December 31 of the year of issuance, but may be renewed for additional periods of one (1) calendar year after approval by the Inspection Officer and the payment of the required fee, subject to the provisions of this code. No person shall operate a park without a current Manufactured Home Park License. The operation of a Temporary Manufactured Home Park shall not require a license; provided, however, all performance standards established herein shall be maintained by the owner of the land on which said Temporary Manufactured Home Park is established regardless of the number of spaces provided within said Temporary Manufactured Home Park.

SECTION 110. Permits Required for Installation of Manufactured Homes. A manufactured home installation permit shall be obtained from the Inspection Officer for every manufactured home placed or relocated within the City of Kiowa after the effective date of this Code. The purpose of such manufactured home installation permit is to assure the manufactured home is placed in conformance with the requirements of this Code. Manufactured home installation permits shall be obtained at least three (3) full business days prior to installation of any manufactured home within the City of Kiowa. Manufactured home installation permits may only be obtained by a licensed Manufactured Home Installation Contractor (as defined in this Code) or by the owner of the manufactured home.

Permits and inspections for any building, electrical, plumbing, sewer or mechanical construction work other than manufactured home anchorage, footings and foundations, or skirting, must be obtained as required by the applicable City of Kiowa building, electrical, plumbing, sewer and mechanical codes.

SECTION 111. Inspections: All construction or work for which a manufactured home installation permit is required shall be subject to inspection by the City of Kiowa, Kansas. The City may, in its discretion, require a survey of the lot in question to verify that the manufactured home will be located on the lot in accordance with the approved plans.

It shall be the duty of the permit applicant to cause the work to be accessible and exposed for inspection by the City. The City shall not be liable for expense entailed in the removal or replacement of any material required to allow inspection.

It shall be the duty of the person doing the work authorized by the manufactured home installation permit to notify the City that such work is ready for inspection at least four (4) hours prior to when such inspection is desired.

SECTION 112. Required Inspections: The manufactured home shall not be occupied prior to obtaining final inspection approval of the City of the following, where applicable:

- (1) Footings before any concrete is placed.
- (2) Stem wall, if required, before any concrete is placed.
- (3) Blocking, pursuant to K.S.A. 75-1231, as amended.
- (4) Tie down, pursuant to K.S.A. 75-1227 through 75-1230, inclusive, as amended.
- (5) Electrical service connection as required by the City and the electrical service supplier.
- (6) Fuel gas connection as required by the City and the gas supplier.
- (7) Handrails and outside stairs at each exit as required by this Code.
- (8) Electric and gas meters shall not be released to the utility company until the manufactured home is blocked and tied down as set forth by this Code and by K.S.A. 75-1227 through 75-1230, inclusive, as amended.

When the inspections set forth above have been approved by the City, a temporary occupancy certificate will be issued. The owner shall then have forty-five (45) days to have the home skirted as required by this Code before the final inspection. It shall be a violation of this Code to occupy a manufactured home prior to the issuance of a temporary occupancy certificate.

SECTION 113. Manufactured Home Installation Contractor; License. No manufactured home installation permit shall be issued to any Manufactured Home Installation Contractor who has not first provided the City of Kiowa a copy of the Manufactured Home Installer's License from the State of Kansas, as provided under the provisions of the Manufactured Home Act (K.S.A. 58-4201 et seq, as amended.)

SECTION 114. Permits for Individual Manufactured Homes and Recreational Vehicles Located Other Than Within a Park or a Camp. Prior to occupying a recreational vehicle located other than within a camp or park or a manufactured home at a location other than in an approved park as permitted by Section 105; a permit shall be obtained from the City. Said permit shall only be approved after receipt of the required application by the Inspection Officer, after payment of the required fee and after obtaining all other required permits required by the City.

Any person desirous of locating a recreational vehicle or manufactured home in accordance with Sections 105 shall make an application to the Inspection Officer for a permit. Such application shall be

in writing, signed by the applicant, and shall include the name, address and telephone number of the applicant; the location and legal description of the property on which the manufactured home or recreational vehicle is requested to be located; and all other applicable information as follows:

- (1) The reason(s) such application is being applied for; the number of days the manufactured home or recreational vehicle is intended to be parked, which in no event shall exceed one (1) year; and a site or plot plan of the property in question which shows the location of all existing buildings and where the recreational vehicle or manufactured home will be installed.
- (2) The connection of the manufactured home or recreational vehicle to any utility shall be in accordance with all applicable regulations of the City of Kiowa.

SECTION 115. Residential-Designed Manufactured Home Siting Standards. In order for residential-designed manufactured homes, when installed on individual lots, to be substantially compatible with the appearance of an on-site, conventionally built, single-family dwelling, the following aesthetic criteria and siting standards shall apply:

- (1) Any person intending to place a residential-designed manufactured home on an individual lot within the City of Kiowa is expected to be sensitive to the overall size of the lot on which the residential-designed manufactured home is to be placed in relationship to the size of the residential-designed manufactured home proposed to be placed. The setback requirements of the Zoning Regulations will apply to the same extent as for a site-built home. Acquisition of a residential-designed manufactured home too large for the lot in question shall be considered a self-imposed hardship and will not be eligible for a variance
- (2) The intent of this Code is to encourage residential-designed manufactured home placement within the community in such a manner to be the least disruptive in appearance to the neighborhood. Every residential-designed manufactured home shall be placed on a lot in a manner consistent with the orientation of the homes on surrounding lots in the immediate vicinity, including those across the street. Where ranch-style homes predominate, the placement of a residential-designed manufactured home shall be such that the greatest length of the home faces the street. Where home styles in the neighborhood are other than ranch-style, the placement of the residential-designed manufactured home shall be designed to be as compatible as possible with the neighborhood. Placement of residential-designed manufactured homes at an angle to the street on interior lots shall be avoided if at all possible.
- (3) Every manufactured home shall have roof pitch with a minimum vertical rise of 2.2 inches for each 12 inches of vertical run, and the roof shall be finished with a type of shingle that is commonly used in standard residential construction in the City. All roof structures shall provide an eave projection of no less than one (1) foot, which may include a gutter.
- (4) The exterior siding shall consist predominantly of vinyl or metal horizontal lap siding (whose reflectivity does not exceed that of gloss white paint), wood, or hardboard and the exterior siding shall be comparable in composition, appearance and durability to the exterior siding commonly used in residential construction.

- (5) Each residential-designed manufactured home shall be placed on a permanent foundation and shall be set up in accordance with the recommended installation procedures of the manufacturer. If those standards are not available, the standards set by the National Conference of States on Building Codes and Standards and published in "Manufactured Home Installations, 1994" (NCS BCS A225.1) shall be followed. Further, a continuous, permanent masonry curtain wall, unpierced except for required ventilation and access, which may include walk-out basements and garages, shall be installed under the perimeter of the manufactured home.
- (6) Stairs, porches, entrance platforms, ramps and other means of entrance and exit to and from the manufactured home shall be installed, constructed, and anchored securely to the ground. All such structures shall comply with all adopted building codes and other applicable rules, regulations and ordinances of the City.
- (7) The moving hitch, wheels and axles, and transporting lights shall be removed.

SECTION 116. License and Permit Fees.

The fees for the licenses and permits required by this Code shall be as follows:

- (1) The annual license fee for a Manufactured Home Park shall be ten dollars (\$10.00) per developed manufactured home space, regardless of whether occupied or not.
- (2) The annual license fee for a Recreational Vehicle Campground shall be five dollars (\$5.00) per developed recreational vehicle space, regardless of whether occupied or not.
- (3) The permit for initial placement of a manufactured home anywhere within the City of Kiowa shall be ten dollars (\$10.00).
- (4) The permit for the placement of a manufactured home or a recreational vehicle, as specified within Sections 105, shall be fifty dollars (\$50.00).

SECTION 117. Existing Parks. All persons operating existing parks shall obtain the appropriate license as required by this Code by December 31, 2013. The Inspection Officer shall determine the appropriate classification for each park based on the records filed with the City in the application for the license.

All persons operating parks at the time of the adoption of this Code shall be permitted to continue to operate said park without meeting the requirements of the provisions of this Code, but the requirements of this Code shall apply to expansions, enlargements or creation of new lots within an existing park. Failure to comply with this requirement may result in the imposition of penalties as provided herein.

SECTION 118. Existing Manufactured Homes, Annual Permit and Renewal Requirements. All persons occupying existing manufactured homes, whether they meeting the standards of the adopted HUD Code or are noncompliant manufactured homes or mobile homes as defined herein, shall obtain the appropriate license as required by this Code by December 31, 2013.

The Inspection Officer shall determine the appropriate classification for each structure based on the records filed with the City in the application for the license.

All persons occupying manufactured homes or mobile homes, as noted above, at the time of the adoption of this Code shall be permitted to continue to occupy said manufactured home or mobile home without meeting the requirements of the provisions of this Code until the first annual renewal after January 1, 2014. Subsequent license renewals shall require compliance with the provisions of the inspection items identified in Section 112 herein, except for the provisions of tie downs of the unit, before such license shall be renewed. In conducting the inspection for renewal required herein, the City shall place priority on addressing life/safety issues first and be cognizant of the resources available to make repairs. In all cases where deficiencies are found to exist, at least one of the items identified within the annual inspection shall be corrected before a renewal is made. Failure to comply with this requirement may result in the imposition of penalties as provided herein.

SECTION 119. Application for New Recreational Vehicle Campgrounds and New Manufactured Home Parks. All persons developing new Recreational Vehicle Campgrounds or new Manufactured Home Parks shall make an application to the Inspection Officer for the appropriate license. Applications may be made only after all approvals have been granted as required by the Zoning Regulations of the City of Kiowa.

The application for a license shall include the following:

- (1) Name and address of the owner/applicant.
- (2) Location and legal description of the Recreational Vehicle Campground or the Manufactured Home Park.
- (3) Topographic survey of the property with natural features and existing utilities.
- (4) The area and dimensions of the tract of land proposed for the Recreational Vehicle Campground or Manufactured Home Park.
- (5) The number, location and dimensions of all recreational vehicle spaces or manufactured home spaces.
- (6) The location and width of roadways and walkways.
- (7) The number, location and size of all parking stalls and parking areas.
- (8) Plans for the water supply, refuse and sewage disposal facilities, electrical service and gas service.
- (9) The location of water, sewer, gas, electrical, and other utility lines and easements protecting these utilities.
- (10) Plans for controlling surface drainage.

- (11) The location of recreation areas, storage areas, laundry areas, and other facilities and/or service buildings common to the Recreational Vehicle Campground or the Manufactured Home Park.
- (12) The location and description of the lighting system.
- (13) Plans for screening through the use of plant material, fencing and other landscaping structures and features.

In addition, the Recreational Vehicle Campground or Manufactured Home Park license application shall include:

- (14) Engineering plans and specifications of the water supply and internal distribution system.
- (15) Plans and specifications of the internal sanitary sewer system.
- (16) Plans and specifications for the lighting and electrical systems.
- (17) Plans and specifications for gas lines.
- (18) Plans and specifications for streets.

The Inspection Officer shall review, or submit for review to the appropriate officials or agencies, the information submitted above. All review comments regarding engineering aspects from the City Engineer and other appropriate persons and agencies shall be directed to the Inspection Officer. The Inspection Officer shall issue a Recreational Vehicle Campground or Manufactured Home Park license when he or she is assured that the construction, alteration or extension shall be in compliance with the site plan as approved by the Governing Body in the zoning approval and the provisions of this Code. No Recreational Vehicle Campground or Manufactured Home Park license shall be issued for the alteration or extension of an existing camp or park, whether same is conforming or nonconforming to this Code, unless the entire camp or park is brought to the standards established in this Code.

SECTION 120. Recreational Vehicle Campground and Manufactured Home Park Design Standards. The following standards shall apply in the design of a proposed Recreational Vehicle Campground or a proposed Manufactured Home Park.

- (1) **RECREATIONAL VEHICLE CAMPGROUND:** The location of recreational vehicle spaces, common facilities and service buildings should be arranged within the Recreational Vehicle Campground in a manner which provides maximum outdoor living area and a compatible relationship between the recreational vehicle spaces, parking, storage building area, utility corridor and outdoor living space. The following minimum design requirements shall be observed in all Recreational Vehicle Campgrounds:

- (a) The tract to be used as a recreational vehicle campground shall be of sufficient size to accommodate the establishment of a minimum of twenty (20) spaces for recreational vehicles and all required other spaces as required by the standards established herein. Under no circumstances shall a mobile home or a manufactured home be parked in a recreational vehicle campground.
- (b) The number and location of access drives shall be controlled for traffic safety and protection of surrounding properties. No individual space shall be designed for direct access to a street outside the boundaries of the recreational vehicle campground. All interior access drives shall be at least 20 feet in width.
- (c) The recreational vehicle campground shall ensure a dump facility.
- (d) Off-street parking spaces for motor vehicles shall be provided in the ratio of one parking space per individual space; said spaces to be located in convenient location to individual spaces.
- (e) Proper provision shall be made for public water supply, sanitary sewage disposal, fire protection, refuse collection. All shall be installed and/or constructed in accordance with all other state and/or local laws and regulations.
- (f) The proposed recreational vehicle campground shall comply with all provisions of this and other federal, state and/or local laws and regulations.

(2) **MANUFACTURED HOME PARK:** The location of manufactured homes, common facilities and service buildings should be arranged within the Manufactured Home Park in a manner which provides optimum open space and accessibility and compatibility of uses. Likewise, the size and orientation of individual lots within a Manufactured Home Park should be designed to provide maximum outdoor living area and a compatible relationship between the manufactured home, parking, storage building area, utility corridor and outdoor living space. The following minimum requirements shall be observed in all Manufactured Home Parks:

- (a) No part of any manufactured home or other building or structure shall be located within 50 feet of any public road right-of-way, nor within 25 feet of any exterior property line of the Manufactured Home Park.
- (b) Individual Manufactured Home Lot shall be designed to meet the following standards:
 - (1) Each manufactured home lot to be occupied by a single-wide unit shall consist of at least 4,500 square feet, with a minimum width of 45 feet and a minimum length of 100 feet. Each manufactured home lot to be occupied by a double-wide unit shall consist of at least 5,000 square feet, with a minimum width of 55 feet and a minimum length of 90 feet.

- (2) Each manufactured home lot shall have a front yard of at least 20 feet measured from the edge of the pavement to the closest point of the lower face of the manufactured home. The front yard may be reduced to 10 feet when on-street parking is provided along the same side of the street.
 - (3) Each manufactured home lot shall have a side yard on each side of the manufactured home. A minimum of 5 feet shall be allowed on one side of the lot, provided a minimum of 25 feet shall be maintained between manufactured homes on adjoining lots.
 - (4) Each manufactured lot shall have a rear yard of at least 15 feet.
 - (5) No manufactured home or other building or structure shall exceed 20 feet in height.
- (c) In addition to compliance with all adopted codes, rules, regulations and ordinances of the City, the minimum requirements pertaining to structural, design, utility service, and maintenance features within a Manufactured Home Park shall be as follows:

- (1) Utilities. Sanitary sewer and water facilities shall be provided for each lot within the Manufactured Home Park. All manufactured homes within the Manufactured Home Park shall be served by a central water supply adequate to provide fire protection by hydrants, and by a public sanitary sewer system.

Individual electrical service and fuel gas service shall be provided to each lot within the park. The service so provided shall be separately metered for each lot, each lot shall have separate disconnect points from any other lot, and shall not be provided service from any other home or lot.

All utility lines shall be placed underground and there shall be no overhead wires or support poles except those required for street or other lighting purposes.

- (2) Streets. All internal streets shall be durable and well drained under normal use and weather conditions. The surface shall be maintained by the Manufactured Home Park management. All internal streets shall be owned and maintained by the owner of the Manufactured Home Park.

(A) Grades of all streets shall be sufficient to insure adequate surface drainage. Grades shall not exceed 8 percent.

(B) Minimum street widths shall be as follows:

- (1) Entrance streets and all other streets with parking allowances on both sides of the street shall be a minimum of 42 feet in width.

- (2) Streets with parking allowance on one side only shall be a minimum of 30 feet in width.
 - (3) Streets with no parking allowance shall be a minimum of 24 feet in width.
- (3) **Parking.** Adequate parking shall be provided for the use of Park residents and guests. Each manufactured home lot shall have parking for at least two (2) motor vehicles. The parking spaces may be provided on-street or off-street. A parking space shall be a minimum of 9 feet by 19 feet.
 - (4) **Skirting.** Skirting of a durable type of material and construction shall be installed on each manufactured home to enclose the open space between the bottom of the manufactured home floor and the grade level of the manufactured home pad. Such skirting shall be constructed of material consistent with the exterior surface of the manufactured home and maintained in a manner to enhance the appearance of the Manufactured Home Park.
 - (5) **Screening.** Effective screening shall be provided along the boundary lines of the Manufactured Home Park to serve as a buffer through the use of plantings, berms or other landscaping features; depending on location, if located within a residential neighborhood.
 - (6) **Lighting.** Adequate lighting shall be provided for all streets, walkways, service buildings and other facilities subject to nighttime use.
 - (7) **Storm Shelter.** A common storm shelter capable of providing adequate shelter from severe weather for all Manufactured Home Park residents shall be provided; or alternative local options shall be provided from the Manufactured Home Park owner/operator.
 - (8) **Lot Identification.** Each manufactured home lot within the Manufactured Home Park shall be numbered in an orderly fashion and in a secure and consistent manner throughout the Manufactured Home Park. The lot number shall be displayed on the lot and be visible at all times.

SECTION 121. Temporary Recreational Vehicle Campground and Temporary Manufactured Home Park Design Standards. The following standards shall apply in the establishment of a Temporary Recreational Vehicle Campground or a Temporary Manufactured Home Park.

- (1) **TEMPORARY RECREATIONAL VEHICLE CAMPGROUND:** The location of recreational vehicle spaces should be arranged within a Temporary Recreational Vehicle Campground in a manner which provides maximum outdoor living area and a compatible relationship between the recreational vehicles and outdoor living space. The following

minimum design requirements shall be observed in the establishment of all Temporary Recreational Vehicle Campgrounds:

- (a) The tract to be used as a recreational vehicle campground shall not accommodate the establishment of more than twenty (20) spaces for recreational vehicles. Under no circumstances shall a mobile home or a manufactured home be parked in a temporary recreational vehicle campground.
- (b) The minimum area for a space for parking one recreational vehicle shall be 1,400 square feet.
- (c) No recreational vehicle shall be parked closer than 15 feet to any part of any other recreational vehicle trailer and no part of a recreational vehicle shall extend closer than 5 feet to the boundaries of the individual space.
- (d) Proper provision shall be made for public water supply, sanitary sewage disposal, fire protection, and refuse collection. All shall be indicated on a site plan of the proposed temporary recreational vehicle campground and shall be installed and/or constructed in accordance with all other state and/or local laws and regulations.
- (e) The temporary recreational vehicle campground shall comply with all provisions of this and other federal, state and/or local laws and regulations.

(2) **TEMPORARY MANUFACTURED HOME PARK:** The location of manufactured homes within a Temporary Manufactured Home Park shall be in a manner which provides optimum open space and accessibility and compatibility of uses. Likewise, the size and orientation of individual lots within a Manufactured Home Park should be designed to provide maximum outdoor living area and a compatible relationship between the manufactured home, parking, outdoor living spaces and any other buildings or structures on the property. The following minimum requirements shall be observed in all Temporary Manufactured Home Parks:

- (a) The Temporary Manufactured Home Park shall not create more than eight (8) manufactured home lots. All required other spaces as required by the standards established herein shall also be provided.
- (b) No part of any manufactured home or other building or structure shall be located within 25 feet of any public road right-of-way, within 8 feet of any other property line, nor closer than 15 feet from any other structure including another manufactured home.
- (c) Individual Manufactured Home Lot to be occupied by a manufactured home shall consist of at least 4,500 square feet, with a minimum width of 45 feet and a minimum length of 100 feet.

(d) In addition to compliance with all adopted codes, rules, regulations and ordinances of the City, the minimum requirements pertaining to manner in which the Temporary Manufactured Home Park shall provide infrastructure and support services for each manufactured home shall be as follows:

(1) Utilities. Sanitary sewer and water facilities shall be provided to each manufactured home placed in a Temporary Manufactured Home Park.

Individual electrical service and fuel gas service shall be provided to each manufactured home placed in a Temporary Manufactured Home Park. The service so provided shall be separately metered for each manufactured home, each lot shall have separate disconnect points from any other lot, and at no time shall service to a manufactured home be provided from any other home or lot.

All utility lines shall be placed underground and there shall be no overhead wires or support poles except those required for street or other lighting purposes.

(2) Manufactured Home Pad. Concrete runners shall be provided on every manufactured home lot to accommodate the manufactured home a level location for placement. The runners shall be constructed to provide anchoring facilities for the placement and tie-down of the manufactured home to secure it against accidental uplift, sliding, rotation and over-turning. Runners shall be installed before any manufactured home is occupied.

(3) Parking. Each manufactured home lot shall have parking for at least two (2) motor vehicles. The parking spaces may be provided on-street or off-street. A parking space shall be a minimum of 9 feet by 19 feet.

(4) Skirting. Skirting of a durable type of material and construction shall be installed on each manufactured home to enclose the open space between the bottom of the manufactured home floor and the grade level of the manufactured home pad. Such skirting shall be constructed of material consistent with the exterior surface of the manufactured home and maintained in a manner to enhance the appearance of the manufactured home.

SECTION 122. Garbage and Refuse: Provisions for garbage and refuse storage, collection and disposal shall be maintained by the operator for a licensed camp or park so as not to create health hazards, rodent harborage, insect breeding areas, accident hazards or air pollution.

SECTION 123. Rodents and Insects: Camps and parks shall be maintained free of excessive insect or rodent infestation. The camp or park management shall keep all areas outside the confines of the individual recreational vehicles or manufactured homes reasonably free of breeding, harboring and feeding places for rodents and insects. Such areas shall be kept free of litter, trash, salvage material, junk and weeds or other obnoxious vegetation growths in excess of twelve (12) inches in height.

Individual recreational vehicle or manufactured home occupants shall be responsible for the extermination of any rodent or insect infestations occurring within the individual recreational vehicle or manufactured home.

SECTION 124. Register. It shall be the duty of the person operating each camp or park to keep a register containing a record of all recreational vehicles and manufactured home owners and tenants located within each camp or park. The register shall contain the name and address of each occupant; the make, model, year and manufacturer of each recreational vehicle or manufactured home; and the dates of arrival and departure of each recreational vehicle and manufactured home, including the name of the contractors responsible for connections to the utilities. The person operating each camp or park shall keep the register available for inspection at all reasonable hours by law enforcement officers, assessors, public health officials and other officials whose duties necessitate acquisition of the information contained in the register.

It shall be the responsibility of the person operating each park to notify the Inspection Officer of every new or relocated manufactured home to be installed at least three (3) working business days prior to the date of installation so that the appropriate inspections can be made for compliance with this Code and all other applicable rules and regulations of the City.

SECTION 125. Alterations or Additions to Manufactured Homes or Mobile Homes. No alterations or additions of any kind shall be built onto or become a part of any manufactured home or existing mobile home, unless such alteration or addition is certified by a HUD Inspector to meet the HUD Code. Alterations, additions or conversions of manufactured homes or mobile homes to other uses may occur if the entire structure is brought into compliance with the adopted building codes of the City of Kiowa. Accessory structures not exceeding one hundred (100) square feet in size, carports and residential patio and deck structures may be constructed adjacent to manufactured homes or existing mobile homes so long as such structures comply in all respects to the applicable provisions of the building code and other related technical codes, and the appropriate permits are secured from the City. Skirting of manufactured homes and existing mobile homes is permissible only with noncombustible material; however, skirting shall not permanently attach the manufactured home or existing mobile home to the ground, provide a harborage for rodents, or create a fire hazard. To the greatest extent possible, the provisions stated above shall also apply to recreational vehicles.

SECTION 126. Manufactured Home Ground Anchors. Every new or relocated manufactured home installed after the effective date of this code shall be anchored in accordance with the manufacturer's printed instructions complying with the National Manufactured Home Construction and Safety Standards Act and any regulations promulgated thereunder. It shall be the responsibility of the manufactured home owner or licensed manufactured home installer to demonstrate compliance with this anchoring requirement. In the event the owner or licensed manufactured home installer is unable to do so, the manufactured home shall be anchored in the following manner:

- (1) Ground anchors shall be attached both to the frame and to straps or cables that pass from one side over the top and down the opposite side.
- (2) Ground anchors shall be clearly marked with identification as required by K.S.A. 75-1228, as amended, and as noted on approved certificates issued by the Director of the Architectural Services Division of the State Department of Administration.

- (3) Each ground anchor shall be capable of withstanding a vertical pull force of four thousand seven hundred fifty (4,750) pounds in place.
- (4) The number of anchors required shall be:
 - (a) Three (3) on each lengthwise side for a manufactured home not less than thirty-two (32) feet nor more than fifty (50) feet length.
 - (b) Four (4) on each lengthwise side for manufactured homes more than fifty (50) feet but not more than seventy (70) feet in length.
 - (c) Five (5) on each lengthwise side for manufactured homes more than seventy (70) feet in length.
- (5) The anchors shall be spaced such that each anchor will resist approximately the same force as the others.
- (6) Strap or cable tie-downs used to connect the manufactured home to its anchors shall be of a type that is marked with identification as required by K.S.A. 75-1228, as amended, and as noted on approval certificates issued by the Director of the Architectural Services Division of the State Department of Administration.
- (7) Corner roof protectors shall be used with over-the-top cables or straps which are not factory-installed with the manufactured home.

SECTION 127. **Appeals.** Appeals from the interpretation or application of the provisions of this code may be made to the City Council. Such appeals shall be made to the Inspection Officer who may refer the matter to an appropriate board, commission or department for recommendation prior to placing the matter on the agenda for City Council consideration.

SECTION 128. **Penalties.** Any person who is found guilty of violating any provision of this code is guilty of a misdemeanor and shall be punishable by a fine of not more than five hundred dollars (\$500.00) or by imprisonment in jail for a period not exceeding one (1) year or by both such fine and imprisonment. Each day that a violation of this code occurs constitutes a separate offense and is punishable hereunder as a separate violation.