

WASECA COUNTY
MANUFACTURED HOME PARKS
AND
RECREATIONAL CAMPING AREA
ORDINANCE No. 102

Adopted July 13, 1981 Effective January 1, 1982
Amended May 18, 2010

WASECA COUNTY ORDINANCE NO.102

THE COUNTY BOARD OF WASECA COUNTY ORDAINS:

**THE MANUFACTURED HOME PARKS & RECREATIONAL CAMPING AREA
ORDINANCE**

An ordinance providing for the licensing and regulation of manufactured home parks and recreational camping areas.

SECTION I. PURPOSE:

The purpose of this ordinance is to establish standards to protect and provide for the public health, safety and general welfare of Waseca County residents pursuant to powers granted under Minnesota Statutes Section 145A.07 and 327.10 - 327.16, 327.20, 327.205, and 327.23 - 327.28.

The general objectives include the following:

1. Correct and prevent conditions that may adversely affect persons utilizing manufactured home parks and recreational camping areas.
2. Provide minimum standards for the design, construction, operation and maintenance of manufactured home parks and recreational camping areas.
3. Meet consumer expectations of the quality and safety of manufactured home parks and recreational camping areas.

SECTION II. JURISDICTION:

Any person, firm or corporation owning or operating a manufactured home park or recreational camping area within the legal boundaries of Waseca County, and not exempted below shall be required to meet all of the provisions of this ordinance.

1. State Parks: Nothing in this ordinance shall be construed to include any of the state operated facilities within parks.
2. Manufactured Home Park: The term “manufactured home park” shall not be construed to include manufactured homes, buildings, tents or other structures temporarily maintained by any individual or company on premises associated with a work project and used exclusively to house labor or with other personnel occupied in such work project.
3. Special Parks: The term “recreational camping area” does not include youth camps, industrial camps, migrant labor camps, as defined in Minnesota Statutes and State Commissioner of Health Rules, United States Forest Service Camps, State Forest Service Camps, State Wildlife Management Areas or state owned public access areas which are restricted in use to picnicking and boat landing.

4. Municipal Parks: Any manufactured home park or recreational camping area owned or operated by any municipality or political subdivision of this state shall meet all sanitary and safety provisions of this ordinance, shall be inspected as herein provided and make all reports and be charged a license fee, as herein required of a licensee.

SECTION III. SEVERABILITY:

The provisions of this Ordinance shall be severable. Should any section, paragraph, sentence, clause, phrase or portion of this Ordinance be declared invalid for any reason, the remainder of said Ordinance shall not be affected thereby.

SECTION IV. DEFINITIONS:

- A. Board: Means the Le Sueur - Waseca Community Health Board.
- B. Public Health Department: Means the Le Sueur - Waseca Community Health Board and its Public Health Staff.
- C. Administrator: Means the Le Sueur – Waseca Community Health Services Administrator and any related staff acting under the Board’s authority.
- C. Dependent Site: Means recreational camping area sites which do not have sewer connections and are dependent upon a central facility for this utility.
- D. Independent Site: Means recreational camping area sites which are provided with individual sewer connections.
- E. Manufactured Home: Means a structure, transportable in one or more sections, which in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein; except that the term includes any structure which meets all the requirements and with respect to which the manufacturer voluntarily files a certification required by Minnesota State Statute 327.31 subdivision 18 and complies with the standards established under this chapter.
- F. Manufactured Home Park: Means any site, lot, field or tract of land upon which two or more occupied manufactured homes are located, either free of charge or for compensation and includes any building, structure, tent, vehicle or enclosure used or intended for use as part of the equipment of the manufactured home park.
- G. Municipality: Means any city, town or township, village, in Waseca County, however organized.
- H. Recreational Camping Area: Means any area, whether privately or publicly owned, used on a daily, nightly, weekly, or longer basis for the accommodation of five or more tents, or recreational camping vehicles free of charge or for compensation.
- I. Recreational Camping Vehicle: Includes the following:

- a) any vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational and vacation uses;
 - b) any structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation and vacation;
 - c) any portable, temporary dwelling to be used for travel, recreation and vacation, constructed as an integral part of a self—propelled vehicle;
 - d) any folding structure, mounted on wheels and designed for travel, recreation and vacation use.
- J. Annual License: Means a renewal license issued to the person, firm or corporation operating a previously licensed manufactured home park or recreational camping area.
- K. Special Event Camping Areas: Means recreational camping areas used for fourteen (14) consecutive days or less, and not more than twice annually by people attending or working at events such as county fairs, flea markets, music festivals, sporting events or other community festivals or gatherings.

SECTION V. LICENSE:

- A. Application for License: It is unlawful for any person to operate or permit the operation of a manufactured home park or recreational camping area, regardless of whether a fee is charged for such use, unless Waseca County has issued a valid license.
- B. Licensing of manufactured home parks and recreational camping areas shall be done pursuant to Waseca County Manufactured Home Parks and Recreational Camping Area Ordinance and the following provisions:
- 1. Any person, firm or corporation desiring to operate either a manufactured home park or recreational camping area on the same site in connection with the other, need only obtain one license.
 - 2. The license shall state the number of manufactured home sites, independent recreational camping sites and dependent recreational camping sites allowed, subject to Public Health Department’s approval.
 - 3. No renewal license shall be issued if the number of sites specified in the application exceeds those of the original application unless the plans for expansion or the construction for expansion are first approved by the Public Health Department.
 - 4. Any manufactured home park or recreational camping area located in more than one municipality shall be dealt with as two separate manufactured home parks or camping areas.
 - 5. The license shall be conspicuously displayed in the office of the manufactured home park or camping area. The license is not transferable as to place or person. All licenses expire as of May 31 each year with the exception of special event camping licenses, which expire according to date of issuance, not to exceed a timespan of one

calendar year.

- C. The application for license to operate and maintain a manufactured home park or recreational camping area shall be made to the Public Health Department, at such office and in such manner as may be prescribed by the Public Health Department.

Any person desiring to operate a manufactured home park or recreational camping area shall make an application in writing upon a form provided by the Public Health Department. Such application shall include:

1. The full name and address of the applicant or applicants, partners if the applicant is a partnership or the names and addresses of the officers if the applicant is a corporation.
 2. A legal description of the site, lot, field or tract of land upon which the applicant proposes to operate and maintain a manufactured home park or recreational camping area.
 3. The proposed and existing facilities on the site for sanitary community buildings including toilets, urinals, sinks, washbasins, slop sinks, showers, drains and laundry facilities.
 4. The source of water supplies, the disposal method of sewage, garbage and refuse, the method of fire and storm protection and the method of park site lighting.
 5. The calendar months of the year which the applicant will operate the manufactured home park or recreational camping area.
 6. Plans and drawings for new construction or alteration, including buildings, wells, plumbing and sewage disposal systems.
- D. Fees: The Board, by resolution, may establish reasonable fees for the administration of this ordinance. Such fees may be changed by resolution of the Board, as they deem appropriate. The license fee for change of ownership of a previously licensed establishment under this chapter for the same license period is one-half of the appropriate annual license fee, plus any penalty that may be required. The license fee for establishments opening on or after March 1 is one-half the appropriate annual license fee, plus any penalty that may be required. An approved Local Zoning Permit or a statement that a permit is not required shall also accompany the license application.
- E. Sanitary Facilities: While the application for such license is pending approval any change in the sanitary or safety facilities of the intended manufactured home park or recreational camping area shall be immediately reported in writing to the Public Health Department through the office in which the application was made. If no objection is made by the Public Health Department to changes in the sanitary or safety facilities within 60 days of the date the change is reported, it shall be deemed to have the approval of the Public Health Department.
- F. Permit: When the plans and specifications have been approved, the Public Health Department shall issue an approval report permitting the applicant to construct or make alternations pertaining to water and sewage disposal upon a manufactured home park or recreational camping area and the appurtenances thereto, according to the plans and specifications presented.

Such approval does not relieve the applicant from securing building permits in municipalities having a building code; or from complying with other municipal ordinance or ordinances, applicable thereto, not in conflict with this ordinance. When construction has been completed in accordance with approved plans and specifications, the Public Health Department shall promptly cause the manufactured home park or recreational camping area and appurtenances thereto, to be inspected. If upon completion of the inspection, it is found that the requirements of this ordinance have been met; the Public Health Department shall forthwith issue the license in the name of the County.

- G. License Renewals: License renewals shall be obtained on an annual basis. All license renewal applications shall be submitted to the Public Health Department on forms provided by the Public Health Department no later than June 1st of the year which application is made.
- H. Penalty for Late Payments: Every proprietor of a manufactured home park or recreational camping area who operates an establishment after the expiration date of an existing license or without applying for a license as required by this ordinance shall be subject to a penalty of late payment to be paid to the Public Health Department along with the regular license fee in an amount established by the Le Sueur - Waseca Community Health Board.

SECTION VI. GENERAL REQUIREMENTS:

- A. Location: No manufactured home park or recreational camping area shall be located so that drainage from the park or camp area will endanger any water supply. All such parks and camps shall be well drained and no portion of the park or camp located in an area subject to flooding, except that recreational camps may be located in a flood plain which has been approved for recreational use. No wastewater from manufactured homes or recreational camping vehicles shall be deposited on the surface of the ground.
- B. Spacing: In manufactured home parks constructed after July 1, 2010, there shall be maximum lot coverage of 25 percent. A minimum front yard setback of 25 feet from the curb or interior streets, a minimum rear yard of 15 feet, and minimum of a 10 foot side yard shall be provided. In no case shall there be less than 30 feet between adjacent mobile homes or other structures. In manufactured home parks constructed prior to July 1, 2010, no manufactured home shall be closer than three feet to the side lot lines of a manufactured home park if the abutting property is improved property or closer than ten feet to a public street or alley.

Each individual manufactured home site shall abut or face on a driveway, roadway or clear unoccupied space of not less than 16 feet in width, which space shall have unobstructed access at all times to a public road.

Roads provided shall be maintained in good condition to be free of holes and depressions. There shall be an open space of at least 10 feet between the sides of adjacent manufactured homes and or recreational camping vehicles including their attachments, and at least three feet between manufactured homes and or recreational camping vehicles when parked end to end. The space between manufactured homes or recreational camping vehicles may be used for parking of motor vehicles or other property provided such vehicle or other property is parked at least 10 feet from the nearest adjacent manufactured home or recreational vehicle position.

Any accessory structure such as attached awning, carports or individual storage facilities shall, for the purpose of this separation requirement, be considered to be part of the manufactured home and recreational camping vehicle.

All recreational camping vehicles shall be located at least 25 feet from any camping area property boundary line abutting upon a public street or highway and at least 10 feet from other park property boundary lines.

- C. Lot Size: All new manufactured home parks constructed after January 1, 1970 and additions to existing manufactured home parks constructed after January 1, 1970, shall allot the following minimum site sizes for each manufactured home: 4,000 square feet if sewage from the park is discharged into a soil absorption system, 2,800 square feet if any other acceptable method of sewage disposal is used. A minimum site size of 2,000 square feet shall be provided for each recreational camping vehicle in camping areas constructed after January 1, 1970.
- D. Water Supply: Every manufactured home park and recreational camping area shall obtain a safe, adequate supply of water from a community public water supply system, a non—community public water supply system or a source of supply and system which is located, constructed and operated in accordance with all applicable State and Federal laws governing public water supplies including but not limited to Minnesota Rules, Chapter 4715 (Minnesota Plumbing Code) and Minnesota Rules, Chapter 4725 (Minnesota Wells & Borings Code), and Minnesota Rules, Chapter 4720 (Minnesota Public Water Supplies). The Public Health Department shall first approve the source of the water supply.

In manufactured home parks, the water supply shall be capable of supplying a minimum of 150 gallons per day per manufactured home. In recreational camping areas, the water supply shall be capable of supplying 50 gallons per site per day for all sites lacking individual water connections, and 100 gallons per site per day for all spaces provided with individual water connections. In recreational camping areas, water from the drinking water supply shall be available within at least 400 feet of every campsite. Every well or suction line of the water supply system shall be located and constructed in such a manner that neither underground nor surface contamination shall reach the water supply from any source.

The water piping system shall not be connected with nonpotable or questionable water supplies and shall be protected against the hazards of backflow and back siphonage. The system shall be so designed and maintained as to provide a pressure of not less than 20 pounds per square inch under normal operating conditions at service buildings and other locations requiring a potable water supply. In manufactured home parks and on recreational camping sites provided with individual water service connections, riser pipes shall be so located and constructed that they will not be damaged by the parking of mobile home or recreational camping vehicles. Water riser pipes shall extend at least 4 inches above the ground elevation, and the minimum pipe size shall be 3/4 inch. Adequate provisions shall be made to prevent freezing of service lines, valves and riser pipes. If underground stop and waste valves are installed, they shall be at least 10 feet from the nearest buried portion of the sewage system. Water risers on unoccupied sites shall be valved off. There shall be a horizontal distance of at least ten feet between water and sewer pipes, provided that where the sewer pipe and the water pipe is constructed of an approved material, the distance between may be less than ten feet. When strict compliance with the provisions specified in this part is impractical, the board may waive any of the requirements subject to such conditions as may be deemed desirable in the individual case.

- E. Toilet, Bathing and Laundry Facilities: In dependent recreational camping areas, one or more central buildings equipped with such facilities shall be provided. The number of fixtures shall be in accordance with the following schedule:

# of Dependent	Toilets		Urinals	Lavatories		Showers	
	Men	Women	Men	Men	Women	Men	Women
1-15	1	1	1	1	1	1	1
16-30	1	2	1	2	2	1	1
31-45	2	2	1	3	3	1	1
46-60	2	3	2	3	3	2	2
61-80	3	4	2	4	4	2	2
81-100	3	4	2	4	4	2	2
101-130	4	5	3	5	5	3	3
131-160	5	6	3	6	6	4	4
161-190	6	7	3	7	7	4	4
191-220	7	8	4	8	8	5	5
221-250	8	9	4	9	9	5	5
251-280	9	10	4	10	10	6	6
281-310	10	11	5	11	11	6	6
311-340	11	12	5	12	12	7	7
341-370	12	13	5	13	13	7	7
371-400	13	14	6	14	14	8	8

Provided, that in primitive recreational camping areas only the toilet facilities shall be required in the above ratio. These camps must be advertised as “Primitive”. Privies and other toilets not connected to water—carried systems may be used in recreational camping areas where laundry and bathing facilities are provided. Such facilities shall be in buildings which are well constructed, in good repair and have adequate heating and ventilation, walls and ceilings of ceramic tile or fiberglass sheeting, good lighting and floors of impervious material, such as ceramic tile, sloped to drain. Walls and ceilings shall be of washable material. There shall be no exposed studs or rafters.

Toilet facilities shall not be more than 400 feet from the furthest recreational camping site to be served and shall be plainly marked according to sex. In conjunction with bathing facilities, there shall be provided a dressing area or dressing compartment, the floor of which shall be constructed of material such as ceramic tile, impervious and well drained. Mats, grids, and walkways made of cloth or other absorbent material shall not be used, provided that single service mats may be used.

Where clothes drying lines are provided, they shall be located in areas out of the regular pedestrian traffic patterns and where they will generally not be a hazard to the safety of the occupant of the camping area. No laundry trays, washing machines, dryers or extractors shall be located in any toilet, bath or dressing area.

Recreational camping areas accommodating recreational camping vehicles having a self-contained liquid waste system with a waste reservoir shall provide a sanitary station for the disposal of wastewater. Such sanitary stations shall be equipped with a 4-inch sewer riser pipe surrounded at the inlet by a concrete apron sloped towards in inlet drain and provided

with a suitable hinged cover. A water outlet with the necessary means to prevent backflow of contamination into the camp water supply system shall be provided to permit periodic washdown of the immediate adjacent areas. Each recreational camping area accommodating self-contained camping vehicles shall provide sanitary stations in the ratio of one station per 100 recreational camping vehicles sites or fraction thereof. Sanitary dumping stations shall be screened from other activities by visual barriers such as fences, walls or natural growth and shall be separated from any recreational camping vehicle site by a distance of at least 50 feet. Final disposal of sewage from such dumping stations shall be a method acceptable to the Public Health Department and the Waseca County Planning & Zoning Department.

- F. Plumbing: All systems of plumbing in manufactured home parks and recreational camping areas shall be installed in accordance with the provisions of the rules of the Commissioner of Health entitled the Minnesota Plumbing Code (Minn. R. Chapter 4715).
- G. Sewage Treatment and Disposal: All sewage and other water carried wastes shall be discharged into a public sewage system which is being operated under a valid National Pollution Discharge Elimination System (NPDES) permit. When such a system is not available, a sewage disposal system which is designed, constructed and operated in accordance with the rules of the Waseca County Unified Development Code and Minnesota Pollution Control Agency Rules entitled Subsurface Sewage Treatment Systems. (Minn. R. Chapter 7080-7083) shall be provided. All sewer lines shall be located in trenches of sufficient depth to be free of breakage from traffic, or other movements and shall be separated from the park water supply system by at least 10 feet, unless special acceptable construction of sewer and water lines is provided.

Individual site sewer connections shall be at least a 4-inch diameter sewer riser pipe. The sewer connections shall consist of one pipeline only, without branch fittings. All joints shall be watertight. All materials used for sewer connections shall be corrosion resistant, nonabsorbent and durable. The inner surface shall be smooth.

The sewer riser pipe shall be properly capped when a manufactured home or recreational camping vehicle does not occupy the site. Surface drainage shall be directed away from the riser, the rim of the riser pipe shall extend to at least 4 inches above ground elevation. Systems of sewage disposal utilizing the discharge of effluents to bodies of surface water or surface land application must receive the approval and comply with the water quality and effluent standards, and system design criteria established by the Minnesota Pollution Control Agency.

- H. Insect and Rodent Harborage, Infestation Control: Manufactured home parks and recreational camping areas including storage areas, shall be maintained free of accumulations of debris or other materials, which may provide rodent harborage or breeding places for flies, mosquitoes and other pests. Any firewood piles shall be neatly stacked in a manner which does not provide for rodent harborage. Lumber, pipe and other building material shall be stored at least 1 foot above the ground. Areas shall be so maintained as to prevent the growth of noxious weeds considered detrimental to health as outlined on the Minnesota State Noxious Weed List.
- I. Garbage and Refuse — Handling and Disposal: The storage, collection and disposal of refuse and garbage in the manufactured home parks and recreational camping areas shall be so conducted as to create no health hazards, rodent harborage, insect breeding areas, accident or fire hazards, or air pollution. All refuse and garbage shall be stored in fly-tight, water-tight, rodent proof containers which shall be located convenient to any

manufactured home and/or recreational camping vehicle site, provided that on days of collection, plastic garbage and refuse bags may be used for outside storage as long as no nuisance conditions are created. In recreational camping areas, garbage and refuse containers shall be provided on the ratio of at least one every two sites or centrally located facilities may be provided. Refuse and garbage collection shall be made at least twice each week and more often where necessary to prevent nuisance conditions. Final disposal of refuse and garbage shall be accomplished in accordance with the criteria and standards established by Waseca County.

- J. Night Lighting: The walkways, drives and other used portions of manufactured home parks shall be lighted during the hours of darkness.
- K. Community Kitchen and Dining Rooms: When community kitchens and dining rooms are provided, such facilities and equipment shall be maintained in a clean and sanitary condition at all times.
- L. Barbecue Pits, Fireplaces, Stoves and Incinerators: When provided, cooking shelters, barbecue pits, fireplaces, woodburning stoves and incinerators shall be located, constructed, maintained and used as to minimize fire hazards and smoke nuisance, both on the property on which used and on neighboring property. Incinerators shall be of a type acceptable to the Minnesota Pollution Control Agency. No open fire shall be permitted except in facilities provided. No open fire shall be left unattended. No fuel shall be used or no material burned which emits dense smoke or objectionable odors.
- M. Domestic Animals: No domestic animals or house pets shall be allowed to run at large or commit any nuisance within the limits of a manufactured home park or recreational camping area. Any kennels, pens or other facilities provided for such pets shall be maintained in a sanitary condition at all times.
- N. Prohibited Practices: No animal washing, car washing, or other slop creating practices shall be carried on in any building, structure or other place not designated for such purposes. No pets or domesticated animals shall be allowed to enter the building containing the sanitary or washing facilities for a manufactured home park or recreational camping area.
- O. Fire Protection and Fire Extinguishers: Fire protection shall be provided in accordance with the requirements of the State Fire Marshal.
- P. Bottled Gas: Where bottled gas is used, the container shall be firmly connected to the appliance by tubing of copper or other suitable metallic material. Cylinders containing bottle gas shall not be located within five feet of any exit or door of any manufactured home or recreational camping vehicle. The container shall not be installed or stored even temporarily inside any manufactured home or recreational camping vehicle. No container may be permitted to stand free, but must be firmly mounted in an upright position, except that large propane tanks (400 pounds or greater) do not need to be secured to prevent tipping.
- Q. Fuel Oil Supply Systems: All piping from outside fuel storage tanks or cylinders to manufactured homes or recreational camping vehicles shall be permanently installed and securely fastened in place. All fuel oil storage tanks or cylinders shall be securely fastened in place and shall not be located inside or beneath any manufactured home or recreational camping vehicle or less than 5 feet from any mobile home or recreational camping vehicle exit. All fuel oil containers shall be mounted upon a stand or rack constructed of a

noncombustible material.

- R. Skirting: Manufactured homes shall be skirted between the bottom of the manufactured home and the ground with a fireproof material harmonious with the appearance of the manufactured home within three months of the placement of the manufactured home. Plywood, hardboard, cardboard or baled hay or straw shall be prohibited.
- S. Speed Limit: It shall be unlawful for any type vehicle to travel at a rate in excess of 10 miles per hour while within the limits of a manufactured home park or recreational camping area. The 10 miles per hour limit shall be clearly posted throughout the manufactured home park or recreational camping area and may be enforced by the municipality in which the park or area is located. A municipality may, by ordinance, set and enforce in a manufactured home park a speed limit which is higher than 10 miles per hour, but which is not higher than 30 miles per hour. The local speed limit shall be clearly posted throughout the manufactured home park.
- T. Park Shelter: In the case of a manufactured home park, a plan for the sheltering or the safe evacuation to a safe place of shelter of the residents of the park in times of severe weather conditions, such as tornadoes, high winds and floods shall be developed with the assistance and approval of the municipality where the park is located, and shall be posted at conspicuous locations throughout the park.
1. In the case of a manufactured home park with less than ten manufactured homes, a plan for the sheltering or the safe evacuation to a safe place of shelter of the residents of the park in times of severe weather conditions, such as tornadoes, high winds, and floods. The shelter or evacuation plan shall be developed with the assistance and approval of the municipality where the park is located and shall be posted at conspicuous locations throughout the park. The park owner shall provide each resident with a copy of the approved shelter or evacuation plan, as provided by section 327C.01, subdivision 1c. Nothing in this paragraph requires the Public Health Department to review or approve any shelter or evacuation plan developed by a park. Failure of a municipality to approve a plan submitted by a park shall not be grounds for action against the park by the Public Health Department, if the park has made a good faith effort to develop the plan and obtain municipal approval.
 2. A manufactured home park with ten or more manufactured homes, licensed prior to March 1, 1988, shall provide a safe place of shelter for park residents or a plan for the evacuation of park residents to a safe place of shelter within a reasonable distance of the park for use by park residents in times of severe weather, including tornadoes and high winds. The shelter or evacuation plan must be approved by the municipality by March 1, 1989. The municipality may require the park owner to construct a shelter if it determines that a safe place of shelter is not available within a reasonable distance from the park. A copy of the municipal approval and the plan shall be submitted by the park owner to the Public Health Department. The park owner shall provide each resident with a copy of the approved shelter or evacuation plan, as provided by section 327C.01, subdivision 1c.
 3. A manufactured home park with ten or more manufactured homes, receiving an

initial license after March 1, 1988, must provide the type of shelter required by section 327.205, except that for manufactured home parks established as temporary, emergency housing in a disaster area declared by the President of the United States or the governor, an approved evacuation plan may be provided in lieu of a shelter for a period not exceeding 18 months.

- U. Caretaker: A responsible attendant or caretaker shall be in charge of every manufactured home park or recreational camping area at all times, and the duty of said attendant shall be to maintain the park, its facilities and equipment in a clean, orderly and sanitary condition. The caretaker or attendant shall be the owner or operator of the park or camping area, or his appointed representative. In any manufactured home park containing more than fifty lots, the attendant and/or caretaker, or other responsible park employee shall be readily available at all times in case of emergency.
- V. Plan Review or Future Construction: When an establishment in Waseca County, licensed or to be licensed under the provisions of this ordinance is hereafter constructed or extensively remodeled, a plan showing all work to be done and materials to be used shall be legible and complete in all details. The Public Health Department shall review such plans and report its' finding within a reasonable amount of time of the date plans are received.
- W. Unlawful Parking of Manufactured Homes: Where a licensed manufactured home park is reasonably available in the general area it shall be unlawful for any person to occupy any manufactured home located elsewhere than in a licensed manufactured home park unless adequate sanitary and water facilities are provided for occupants' use 24 hours each day. This section shall not apply to manufactured homes parked under Minn. Stat. 327.23, Subd. 2.

SECTION VII. ENFORCEMENT:

- A. Inspections. It shall be the duty of the Public Health Department to inspect every manufactured home park and recreational camping area as frequently as may be necessary to insure compliance with this ordinance. The person operating a manufactured home park or recreational camping area shall, upon request of the Public Health Department and after proper identification, permit access to all parts of the establishment at any reasonable time for the purpose of inspection and shall exhibit and allow copying of any records necessary to ascertain compliance with this ordinance.
- B. Emergency Orders. Notwithstanding any other provision of this ordinance, the Public Health Department upon finding that there is a clear and present danger to the public health may order the immediate removal of one or more manufactured homes or recreational camping vehicles, and may also order closing of the central building for the purpose of reducing the amount of liquid waste being discharged to the sewage system. The order shall be complied with immediately. Failure of the licensee to comply with such order, or failure of a manufactured home or recreational camping vehicle occupant to vacate under such order, shall be a misdemeanor.
- C. Suspension of License.

Licenses may be suspended temporarily by the Administrator at any time for failure by the holder to comply with the requirements of this ordinance. Whenever a license holder or operator has failed to comply with any notice requiring corrective action, issued under the provisions of this ordinance, that license holder or operator may be notified in writing that the license upon service of notice is immediately suspended and that an opportunity for a hearing before the Appeals Board will be provided if a written request for appeal is filed within five (5) days with the Administrator by the license holder.

Notwithstanding the other provisions of this ordinance, whenever the Administrator finds unsanitary or other condition(s) in the operation of a manufactured home park or recreational camping area which, in their judgment, may constitute a substantial hazard to public health, they can without warning, notice or hearing, issue a written notice to the license holder or operator citing such condition(s), specifying the corrective action to be taken, and specifying the time period within which such action shall be taken; and if deemed necessary, such order shall state that the license is immediately suspended, and all operations are to be immediately discontinued. Any person to whom such an order is issued shall comply immediately therewith, but upon written petition to the Administrator, shall be afforded an appeal before the Appeals Board as soon as the Appeals Board may be convened.

Any person whose license or permit has been suspended may at any time make application for a reinspection for the purpose of reinstatement of the license. Within ten (10) days following receipt of a written request, including a statement signed by the applicant that in their opinion the condition(s) causing suspension of the license has/have been corrected, the Administrator shall make a reinspection. If the applicant is in compliance with the requirements of this ordinance and MN Rules Chapter 4630, the license shall be reinstated.

- D. Revocation of License. For serious or repeated violations of any of the requirements of this ordinance or MN Rules Chapter 4630, the license may be permanently revoked after an opportunity for a hearing before the Appeals Board has been provided. Prior to such action, the Administrator shall notify the license holder in writing, advising that the license shall be permanently revoked at the end of a five (5) day period.
- E. Appeals Board. The Appeals Board shall consist of the Chairperson and Vice Chairperson of the Le Sueur - Waseca Community Health Board or their designated appointee, and the Administrator or a designated agent. The Vice Chairperson of the Le Sueur – Waseca Community Health Board shall serve as Chairperson of the appeals board.
- F. Request for Hearing. Any person affected by a notice of embargo, suspension, or revocation shall be granted a hearing on the matter before the Appeals Board upon filing in the office of the Administrator, written petition requesting such a hearing and setting forth a brief statement on the grounds therefore. Said petition shall be filed within ten (10) days after the notice was served.
- G. Date of Hearing. The hearing requested shall be held not more than ten (10) days after the date on which the petition was filed. The Chairperson of the Appeals Board may postpone the

date of the hearing for a reasonable time beyond such ten (10) day period, if in the judgment a good and sufficient reason exists for such postponement.

- H. Notice of Hearing. The Administrator shall cause five (5) days written notice of the hearing to be given to the petitioner or petitioners by personal service or by mailing to the petitioner or petitioner's last known address.
- I. Proceedings. At such hearing the petitioner, their agent or attorney shall be given an opportunity to be heard and to show cause why the notice of embargo, suspension, or revocation issued by the Administrator should be modified or withdrawn. The Administrator shall present a detailed written statement of their findings and recommendation(s) to the Appeals Board at the time of the hearing.
- J. Decisions of the Appeals Board. The Appeals Board, within three (3) days after such hearing, shall sustain, modify or withdraw the notice of embargo, suspension, or revocation depending upon its findings. A copy of the decision of the Appeals Board shall be served by mail to the petitioner or petitioners. Any person aggrieved by the decision of the Appeals Board may seek relief therefrom in any court of competent jurisdiction as provided by the laws of the state.
- K. Record of Proceedings. The proceedings of each hearing held before the Appeals Board pursuant to petition, including the findings and the recommendation(s) of the Administrator shall be recorded and reduced to writing and entered as a public record in the office of the Administrator. Such record shall include a copy of every notice or order or writing issued in connection with the matter.
- L. Notices Not Appealed. Any notice served pursuant to the provisions of this ordinance shall automatically become final if a written petition for a hearing is not filed with the Administrator within ten (10) days after the notice is served.
- M. Variance. With respect to existing buildings, whenever it is not practical or advisable to require strict compliance with the structural requirements of this Ordinance, the Licensing Board may approve a variance from such provisions when in its judgment existing conditions are of an acceptable compliance with the spirit and intent of the Ordinance and will reasonably protect the health, safety and welfare of the occupants and the public.

SECTION VIII. SPECIAL EVENT CAMPING

- A. Recreational camping areas that meet the definition of a Special Event Camping Area must meet the requirements of this Section along with the requirements of Section V, VI - A, D, F, G, H, K, L, M, N, O, S, T, IX and X of this Ordinance.
- B. Recreational camping vehicles and tents including their attachments must be separated from each other and other structures by at least seven feet.
- C. The minimum site area of 300 square feet per site must be provided. The total number of sites must not exceed one site for every 300 square feet of usable land area.
- D. Each site must abut or face a driveway or clear unoccupied space of at least 16 feet in

- E. If no approved onsite water supply system is available, hauled water may be used, provided that Minnesota Rules, part 4720.4000 to 4720.4600, is complied with and the Public Health Department approves the source of and method of hauling the water supply.
- F. Non-buried sewer lines may be permitted provided they are of approved materials, watertight, and properly maintained.
- G. If an approved sanitary dumping station is not provided onsite, arrangements must be made with a licensed sewage pumper to service recreational camping vehicle holding tanks as needed.
- H. Approved toilet facilities must be provided consisting of either toilets connected to an approved sewage disposal system or approved portable toilets or approved properly constructed privies.
- I. Toilets must be provided in the ratio of one toilet for each sex for each 50 sites. Toilets must not be more than 400 feet from any site.
- J. If a central building or buildings are provided with running water, toilets and handwashing lavatories must be provided in accordance with ratio in I. Showers, if provided, must be provided in the ratio of one shower for each sex for each 150 sites. Showers must be provided where running water is available for each camping event exceeding two nights.
- K. Central toilet/shower buildings, if provided must be constructed with adequate heating, ventilation, and lighting and floors of impervious material sloped to drain. Walls must be of a washable material. Permanent facilities must meet the requirements of the Americans with Disabilities Act.
- L. An adequate number of durable, covered, watertight containers must be provided for all garbage and refuse.
- M. Garbage and refuse must be collected as often as necessary to prevent nuisance conditions.
- N. The special event camping area must be located in areas free of poison ivy or other noxious weeds and sites must be adequately drained.
- O. A responsible attendant or caretaker must be available onsite. The caretaker or attendant shall be the applicant of the special event camping area, or that person's appointed representative.
- P. The special event camping area must meet all other requirements to protect the health, safety and welfare of those in attendance as determined by the Public Health Department.
- Q. The special event camping area must be maintained in such a manner throughout the entire event that conditions do not warrant any health, safety or welfare nuisances.

SECTION IX. PENALTIES:

- A. PENALTIES. Any person, firm, or corporation who shall violate any of the provisions hereof or who shall fail to comply with any of the provisions hereof or who shall make any false statement in any document required to be submitted under the provisions hereof, shall be guilty

of a misdemeanor and, upon conviction thereof, shall be punished as provided by law. Each day that a violation continues shall constitute a separate offense. Such persons may be enjoined from continuing such violations.

SECTION X. MINNESOTA PUBLIC HEALTH DEPARTMENT:

The requirements contained in this ordinance are intended to be comparable to the laws and regulations concerning manufactured home parks and recreational camping areas of the State of Minnesota. When ever the Minnesota Public Health Department amends regulations or adopts new regulations setting higher sanitary standards than the ones established in this ordinance, the standards set by the Minnesota Public Health Department shall govern and will be considered in the enforcement procedure as part of this ordinance.

SECTION XI. DATE OF ADOPTION AND ENACTMENT:

This ordinance, adopted July 13, 1981 and amended May 18, 2010, hereby repeals and replaces in its entirety the Waseca County Mobile Home Park and Recreational Camp Area Ordinance of July 13, 1981.

Amended this 18th day of May, 2010.

COUNTY BOARD OF COMMISSIONERS

Chairperson, Commissioner James Peterson

ATTEST:

County Auditor/Treasurer, Joyce Oliver