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TRAILERS AND TRAILER PARKS

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[**HISTORY:** Adopted by the Board of Trustees of the Village of Windsor as Article XXII through XXVII and XXIX of 1967 Ordinance Book. Sections 182-7A, 182-21B, 182-22, 182-24 and 182-26C amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I. Other amendments noted where applicable.]

GENERAL REFERENCES

Building construction and fire prevention - See Ch. 67.

Garbage, rubbish and refuse - See Ch. 107.

Sewers - See Ch. 157.

Zoning - See Ch. 200.

ARTICLE I
Variances

§ 182-1. Requirements for grant of variance.

A. That there are special circumstances or conditions, fully described in the findings, applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to such land or buildings and do not apply generally to land or buildings in the neighborhood, and that said circumstances or conditions are such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of such land or building.

B. That, for reasons fully set forth in the findings, the granting of the variance is necessary for the reasonable use of the land or building that the variance as granted by the Board is the minimum that will accomplish this purpose.

C. That the granting of the variance will be in harmony with the general purpose and intent of this chapter and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

§ 182-2. Procedure of Board of Appeals.

The Board of Appeals shall act in strict accordance with the procedure specified by law and by this chapter. All appeals and applications made to the Board shall be in writing, on forms prescribed by the Board. Every appeal or application shall refer to the specific provisions of the chapter involved, and shall exactly set forth the interpretation that is claimed, the use for which the special permit is sought or the details of the variance that is applied for and the grounds on which it is claimed that the variance shall be granted, as the case may be.

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§ 182-3. Opinion of Planning Board required.

At least fifteen (15) days before the date of the hearing required by law on an application to the Board of Appeals, the Secretary of said Board shall transmit to the Planning Board of the Village of Windsor a copy of said application or appeal, together with a copy of the notice of the aforesaid hearing and shall request that the Planning Board submit to the Board of Appeals its advisory opinion on said application or appeal, and the Planning Board shall submit a report of such advisory opinion prior to the date of said hearing.

§ 182-4. Decisions; filing; notification.

A. Every decision of the Board of Appeals shall be by resolution, each of which shall contain a full record of the findings of the Board in the particular case.

B. Each such resolution shall be filed in the Office of the Village Clerk, by case number under one or another of the following headings: interpretations; special permits; or variances; together with all documents pertaining thereto.

C. The Board of Appeals shall notify the Village Board and the Village Planning Board of each special permit and each variance granted under the provisions of this chapter.

ARTICLE II Definitions

§ 182-5. Terms defined.

As used in this chapter, the following terms shall have the meanings indicated:

DEPENDENT MOBILE HOME - A mobile home which does not have a flush toilet and a bath or shower.

LICENSEE - Any person licensed to operate and maintain a trailer park under the provisions of this chapter.

TRAILER or MOBILE HOME - Any vehicle or structure, including but not limited to an automobile trailer and trailer coach, mounted or capable of being mounted on wheels for use on highways and streets and designed for use as a permanent dwelling or for the conduct of a business, profession, trade or occupation.

TRAILER PARK - A trailer park or camp which shall consist of two (2) or more trailers located on one (1) or more lots and shall provide the necessary equipment and facilities for the trailers used as dwellings.

TRAILER SPACE - Any plot of ground within a trailer park designed for the accommodation of one (1) trailer.

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**ARTICLE III
Parking Outside Trailer Parks**

§ 182-6. Parking prohibited certain hours.

It shall be unlawful within the limits of the Village of Windsor, New York, for any person to park any trailer on any street, alley, highway or public way or place between the hours of 9:00 p.m. and 6:00 a.m.

§ 182-7. Temporary parking.

A trailer may be parked, used or occupy a parcel of ground only as follows:

A. A single occupied trailer may be parked on premises, not qualified as a trailer park, provided that the occupants thereof are guests of the property owner and that no charge is made for such parking or for any facilities offered, but not to exceed a period of thirty (30) days, and any such trailer so parked for more than such thirty-day period shall be deemed to be a permanent structure, and the owner or person in control thereof shall apply for and receive a building permit as provided in the Zoning Ordinance,* upon compliance therewith, and, in addition, shall pay an inspection fee for the first inspection as is set forth in Appendix B of the Code of the Village of Windsor containing the list of Fees and Permits for the Village and for each return visit of such mobile home shall pay a fee set forth in the said Appendix B of the Code of the Village of Windsor. But no occupied trailer of any size or kind, for which a charge is made for parking, shall be permitted upon any such premises.**

B. If any such temporary parking becomes objectionable, the Village Board shall order the owner or person in control thereof to remove the same. Such order shall be served upon the owner thereof or upon the person in control, thereof, and a violation thereof or refusal to obey the same shall be deemed to be a violation of this chapter and subject to the penalties provided herein.

ARTICLE IV Licenses for Trailer Parks

§ 182-8. Application for initial license.

A. Application for an initial trailer park license shall be filed with and issued by the Village Board of Trustees. The application shall be in writing, signed by the applicant, and shall include the following:

- (1) The name and address of the applicant.
- (2) The location and legal description of the trailer park.

*Editor's Note: See Ch. 200, Zoning

**Editor's Note: Amended 9/4/2001; L.L. 4-2001

(3) A complete plan of the park in conformity with the requirements of Article V of this chapter.

(4) Plans and specifications of all buildings, improvements and facilities constructed or to be constructed within the trailer park.

(5) Such further information as may be requested by the Village Board to enable it to determine if the proposed park will comply with legal requirements.

B. The application and all accompanying plans and specifications shall be filed in triplicate. The Village Board shall investigate the applicant and inspect the application and the proposed plans and specifications. If the applicant is of good moral character and the proposed trailer park will, when constructed or altered in accordance with the such plans and specifications, be in compliance with all provisions of this chapter and all other applicable ordinances and statutes, the Village Board shall approve the application and, upon completion of the park according to the plans, shall issue the license.

§ 182-9. Application for renewal license.

Upon application in writing by a licensee for renewal of a license and upon payment of the annual license fee, the Village Board shall issue a certificate renewing such license for another year.

§ 182-10. Application for transfer of license.

Upon application in writing for transfer of a license and payment of the transfer fee, the Village Board shall issue a transfer if the transferee is of good moral character.

§ 182-11. Planning Board recommendation.

Before such license may be issued, there must be a favorable recommendation by a majority of the Village Planning Board (or Zoning Board of Appeals if no Planning Board), and the premises shall be inspected by each of the members as complying with all the provisions of this chapter and other applicable ordinances of the Village of Windsor.

ARTICLE V

Trailer Park Development Standards

§ 182-12.Compliance required.

The trailer park plan shall comply with the following requirements.

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§ 182-13.General requirements.

- A. The boundary of a trailer park shall be at least one hundred (100) feet from any residential building located outside of the park.
- B. The park shall be located on a well-drained site, properly graded to ensure rapid drainage and freedom from stagnant pools of water.
- C. Trailer park trailer spaces shall consist of a minimum of two thousand (2,000) square feet per trailer unit. Each space shall be a minimum of forty (40) feet in width.
- D. All trailer spaces shall abut on a driveway of not less than twenty (20) feet in width, which shall have unobstructed access to a public street or highway.
- E. Walkways not less than two (2) feet wide shall be provided from the mobile homes spaces to the service buildings.
- F. All driveways and walkways within the park shall be hard-surfaced and lighted at night with electric lamps of not less than twenty-five (25) watts each, spaced at intervals of not more than one hundred (100) feet.
- G. Each park shall provide service buildings to house such toilet, bathing and other sanitation facilities and such laundry facilities as are hereinafter more particularly prescribed.
- H. An electrical outlet supplying at least one hundred ten (110) volts shall be provided for each mobile home space.

§ 182-14.Water supply.

An adequate supply of pure water for drinking and domestic purposes shall be supplied by pipes to all buildings and mobile home spaces within the park, to meet the requirements of the park. Each mobile home space shall be provided

with a cold water tap at least four (4) inches above the ground. An adequate supply of hot water shall be provided at all times in the service buildings for all bathing, washing, cleansing and laundry facilities.

§ 182-15. Sanitation facilities.

A. Toilet facilities for males shall consist of not less than one (1) flush toilet and one (1) urinal for the first fifteen (15) dependent mobile homes or any less number thereof and, for dependent mobile homes in excess of fifteen (15) not less than one (1) additional flush toilet and one additional urinal for every fifteen (15) additional dependent mobile homes or fractional number thereof.

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B. Toilet facilities for females shall consist of not less than one (1) flush toilet for the first ten (10) dependent mobile homes or any less number thereof and, for dependent mobile homes in excess of ten (10), not less than one (1) additional flush toilet for every ten (10) additional dependent mobile homes or fractional number thereof.

C. Each sex shall be provided with not less than one (1) lavatory and one (1) shower or bathtub with individual dressing accommodations for the first ten (10) dependent mobile homes or any less number thereof and, for dependent mobile homes in excess of ten (10), not less than one (1) additional lavatory and one (1) additional shower or bathtub with individual dressing accommodations for every ten (10) dependent mobile homes or fractional number thereof.

D. Each toilet and each shower or bathtub with individual dressing accommodations, for which provision is made in Subsections A, B and C above, shall be in a private compartment or stall.

E. The toilet and other sanitation facilities for males and females shall be either in separate buildings or shall be separated, if in the same building, by a soundproof wall.

F. There shall be provided in a separate compartment or stall not less than one (1) flush toilet bowl receptacle for emptying bed pans or other containers of human excreta and an adequate supply of hot running water for cleansing such bedpans or containers.

§ 182-16.Laundry facilities.

- A. Not less than one (1) single laundry tray and one (1) automatic or semiautomatic type washing machine for the first twenty-five (25) mobile home spaces or any less number thereof and, for mobile home spaces in excess of twenty-five (25), not less than one (1) additional single laundry tray and one (1) additional automatic or semiautomatic type washing machine for every twenty-five (25) additional mobile home spaces or fractional number thereof shall be provided.
- B. An ample number of electrical outlets shall be provided, supplying current sufficient to operate each washing machine. Drying spaces shall be provided sufficient to accommodate the laundry of the mobile home occupants if automatic drying equipment is not supplied.
- C. The laundry facilities shall be either in a separate building or, if in the same building where sanitation facilities are housed, shall be separated from the rooms housing the sanitation facilities by a soundproof wall.

§ 182-17.Service buildings.

- A. Service buildings housing sanitation and laundry facilities or any of such facilities shall be permanent structures complying with all applicable ordinances and statutes regulating buildings, electrical installation and plumbing and sanitation systems.

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- B. The service buildings shall be well lighted at all times of the day and night, shall be well ventilated with screened openings, shall be constructed of such moisture-proof material, including painted woodwork, as shall permit repeated cleaning and washing shall be maintained at a temperature of at least sixty-eight degrees Fahrenheit (68EF) during the period from October 1 to May 1. The floors of the service building shall be of water impervious material.
- C. Service buildings housing sanitation facilities shall be located not closer than ten (10) feet or farther than two hundred (200) feet from any mobile home space upon which a dependent mobile home is harbored.

D. All service buildings and the grounds of the park shall be maintained in a clean, sightly condition that will not menace the health of any occupant or the public or constitute a nuisance.

§ 182-18.Sewage and refuse disposal.

A. Waste from showers, bathtubs, flush toilets, urinals, lavatories, slop sinks and laundries in service shall be discharged into a public sewer system or into a private sewer and disposal plant or septic tank system only after approval by the New York State Department of Health.

B. If a trailer is equipped with a chemical toilet, such facility may be used so long as it does not become objectionable, at which time its use shall cease and thereafter use of park facilities as ordered by the State Department of Health or by the Village Board shall be required.

C. Metal garbage cans with tight-fitting covers shall be provided in quantities adequate to permit disposal of all garbage and rubbish. Garbage cans shall be located not farther than two hundred (200) feet from any mobile home space. The cans shall be kept in sanitary condition at all times. Garbage and rubbish shall be collected and disposed of as frequently as may be necessary to ensure that the garbage cans shall not overflow.

§ 182-19.Fire protection.

Every park shall be equipped at all times with free extinguishing equipment in good working order, of such type, size and number and so located within the park as to satisfy applicable, reasonable regulations of the Fire Department. No open fires shall be permitted at any place which may endanger life or property. No fires shall be left unattended at any time.

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**ARTICLE VI
Operation of Trailer Parks**

§ 182-20.Registration of occupants.

A. It shall be the duty of each licensee and permittee to keep a register containing a record of all mobile home owners and occupants located within the park. The register shall contain the following information:

- (1) The name and address of each mobile occupant.
- (2) The state, territory or country issuing licenses for each mobile home and motor vehicle.

B. The park shall keep the register available for inspection at all times by law enforcement officer, public health officials and other officials whose duties necessitate acquisition of the information contained in the register. The register record for each occupant registered shall not be destroyed for a period of one (1) year following the date of departure of the registrant from the park.

§ 182-21. Supervision of park.

A. The licensee or permittee or a duly authorized attendant or caretaker shall be in charge at all times to keep the mobile home park, its facilities and equipment in a clean, orderly and sanitary condition. The attendant or caretaker shall be answerable, with the licensee or permittee, for the violation of any provision of this chapter to which the licensee or permittee is subject.

B. It shall also be the duty of the licensee or permittee to notify immediately the Zoning Enforcement Officer of the Village or the Village Board of any communicable disease in the park.

§ 182-22. Revocation of license.

The Zoning Enforcement Officer may revoke any license to maintain and operate a park when the licensee has been found guilty by a court of competent jurisdiction of violating any provision of this chapter. After such conviction, the license may be reissued if the circumstances leading to conviction have been remedied and the park is being maintained and operated in full compliance with law.

ARTICLE VII

License Fees; Term of License

§ 182-23. Annual fee.

The annual license fee for each trailer park shall be set forth in Appendix B of the Code of the Village of Windsor containing the list of Fees and Permits for the Village.*

*Editor's Note: Amended 9/4/2001; L.L. #4-2001

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§ 182-24. Transfer fee.

The fee for transfer of a license shall be set forth in Appendix B of the Code of the Village of Windsor containing the list of Fees and Permits for the Village, and ten (10) days notice of such transfer shall be required.*

§ 182-25. Duration of license.

Each license or renewal thereof shall expire on the 31st day of December, following the issuance thereof. If the original license is granted on or after July 1, the licensee shall be required to pay one-half (½) of the annual fee for the period expiring December 31.

**ARTICLE VIII
Penalties for Offenses; Complaints****§ 182-26. Penalties for offenses.**

- A. Any violation of this chapter is a misdemeanor punishable by a fine set forth in Appendix C of the Code of the Village of Windsor containing the list of Fines and Penalties for the Village or by imprisonment not exceeding thirty (30) days, or by both such fine and imprisonment.**
- B. Each week's continued violation shall constitute a separate additional violation.
- C. A first violation shall be deemed to occurred from the date of written notification of violation issued by the Village Board or the Zoning Enforcement Officer, or from such date as may be designed in such written notice.

§ 182-27. Filing of complaints.

Whenever a violation of this chapter occurs, any person may file a complaint in regard thereto. All such complaints must be in writing and shall be filed with the Village Board (or other enforcing officer), who shall properly record such complaint and immediately investigate any report thereon.

*Editor's Note: Amended 9/4/2001; L.L. #4-2001
*Editor's Note: Amended 9/4/2001; L.L. #5-2001

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