



Town of Farmington
Planning and Community Development Department
356 Main Street
Farmington, NH 03835

FARMINGTON PLANNING BOARD - AGENDA

Meeting Type: Regular Meeting
Meeting Location: Board of Selectmen's Chambers, Municipal Building, 356 Main Street, Farmington, NH
Meeting Date: Wednesday – November 1, 2023
Meeting Time: 6:00PM

1. Pledge of Allegiance
2. Approval of the Prior Minutes
 - October 18, 2023 Meeting Minutes
3. Public Comment
4. Old Business
 - A. Presentation and discussion on work conducted as part of the Route 11 corridor study.
 - B. Discussion on potential zoning amendments in the urban and suburban residential zoning districts
5. New Business
 - A. Discussion on requested proposed zoning amendment to allow existing manufactured housing parks to expand.
6. Member Comments
7. Any Other Business Before the Board
8. Adjournment

Rick Pelkey, Chairman
Farmington Planning Board

Memo

To: Farmington Planning Board
From: Kyle Pimental, Director of Planning and Community Development
Date: 10/27/2023
Re: November 1, 2023, Planning Board Meeting

Good evening,

Please note the following updates and correspondence from the Town's Planning Department.

1. **Pledge of Allegiance**

2. **Adoption of Minutes**

3. **Public Comment**

Public comment is an opportunity for residents and property owners to speak to land use matters in the Town of Farmington. If residents would like to speak during the public comment portion of the agenda, it is asked that those individuals come up to the microphone and state their name and address for the record. The Planning Board may institute rules on the length in which an individual can speak. If so, the Chair will keep track of time and give participants a warning on when their time is almost finished so they can wrap up their comments.

Please note that any resident that wishes to speak on agenda items that have a public hearing, we ask that they wait until the public hearing portion of the meeting. For those looking to speak to something that is NOT on tonight's agenda, the public comment period is the appropriate time.

4. **Old Business**

- A. Presentation and discussion on work conducted as part of the Route 11 corridor study.
See separate sheet.
- B. Discussion on potential zoning amendments in the urban and suburban residential zoning districts

5. **New Business**

- A. Discussion on requested zoning amendment to allow existing manufactured housing parks to expand.
See separate sheet.

6. **Member Comment**

Member comment is an opportunity for Planning Board members to speak on an issue or project. This may also include an update from another board or commission in which they serve.

7. **Any Other Business Before the Board**

- A. Site evaluation work at the former fire station is ongoing.
- B. A virtual workshop was held on October 25th to discuss the Town's Economic Revitalization Zones.
- C. TRC met on October 25th to review a proposed propane storage and distribution facility located between Circle K (aka Irving) and New England furniture.

8. **Adjournment**

Respectively submitted by,
-Kyle Pimental, Director of Planning and Community Development

KEY FINDINGS INFORMING THE ROUTE 11 CORRIDOR ANALYSIS

The following findings are further explained in the Draft Route 11 Corridor Study Report (October 2023). They have been assembled here to provide a summary overview.

FARMINGTON POPULATION TRENDS

Farmington's population has increased over the past decade but in recent years, saw a decline in total population.	Over the past decade, the town has seen an increase in family households and a decline in household sizes among renters.	Farmington's tenure by age of household composition reflects typical trends in New England with younger households primarily renting and older household primarily owning.
--	--	--

FARMINGTON'S ECONOMIC BASE

High local and regional labor force participation rates coupled with very low unemployment rates suggest that there is a tight labor market; this could constrain growth in certain industry sectors from expanding in Farmington and the broader region.	Almost 2,000 more people leave Farmington to go to work compared to those who commute into town. This decreases the daytime population of Farmington by approximately one third.	This lower daytime population can make it more difficult to support certain commercial activity such as retail, since the number of hyper local customers decreases significantly for much of the day during the week.
Farmington's local economy is driven by activity in government, construction and other service sectors.	While they do not represent the largest industries by employment, a large portion of workers in Farmington are in service-based industries such as restaurants and retail, which were hit hard by the pandemic.	Separately, an analysis of existing employment in Farmington shows that most jobs pay between \$20,000 and \$60,000 per year. This suggests that as local home prices and rents begin to reach those of neighboring communities, Farmington residents will risk being priced out of the local housing market.

FARMINGTON'S HOUSING SUPPLY

The majority of Farmington's housing stock consists of single-family homes. Additional attention needs to be given to determining the proportion of manufactured housing compared to other housing types in town.	While Farmington remains a more affordable housing market compared to the broader Strafford RPC region, rising expenses in neighboring employment centers could mean households move, compete and drive-up prices in Farmington.
Rental housing in Farmington and the region remain challenged with a limited and aging inventory, record low vacancy rates and increasing monthly rents.	As home prices and rents climb, these changes could place added strain on the most vulnerable households that may not be able to afford the rising cost of living. Households and workers in the food service, retail and agricultural sectors could be most acutely impacted by these trends.

HOUSING AFFORDABILITY IN FARMINGTON

Farmington has a much smaller rental housing stock and thus fewer renter households, but of those who rent over 62% (~390 households) spend more than 30% of their income on housing costs.	In Farmington, almost 85% of renter households earn less than the local median income (100% AMI) with nearly 50% earning less than 50% local AMI. That equates to an annual household income of \$30,135 and an affordable rent of \$753 a month.	The largest gaps in Farmington's housing stock are at both the high and low ends of the market for rentals, and on the high end for owners. As housing prices throughout Strafford County continue to rise, without the addition of more affordable units, existing residents and employees that earn at or below the median household income will find it more difficult to live in Farmington.
---	---	--

REAL ESTATE IN FARMINGTON

<p>The local housing for-sale market has grown at a similar rate as the region but Farmington’s sale prices remain lower than the region’s, making it a more affordable community within the context of the region.</p>	<p>The 2023 Regional Housing Needs Assessment from the Strafford Regional Planning Commission indicated a need for 264 new housing units by 2030, with 176 of those units owner-occupied and the remaining 88 as renter. The total regional need was estimated to be 6,169 units.</p>	<p>Though the local rental housing market is quite limited, rents continue to rise, and vacancies are near historic lows not only within town but regionally as well.</p>
<p>Existing office real estate trends and projections of regional employment growth suggest that there is very little demand for office space.</p>	<p>The industrial sector is growing across the region. Farmington may be able to capture more regional employment and encourage industrial development.</p>	<p>The retail sector in Farmington’s trade area is a net importer of sales – indicated that overall people come to Farmington/Rochester to shop.</p>
<p>Mixed-use development is a stated goal of the Master Plan, and the market would support intermingling housing and other uses. Existing zoning along the Corridor allows mixed-use development in the Commercial Business, Industrial Business, as well as the Village Center, and Urban Residential zones by right and is permitted by special exception in all other residential districts.</p>		

AUDIT OF FARMINGTON’S MASTER PLAN AND LAND USE REGULATIONS

<p>Several of the Master Plan actions are being addressed through this Housing Initiative. This includes the completion of an Audit of the Regulations, and addressing the stated housing objectives. This is an indication that Farmington is working toward the Vision.</p>	<p>The Master Plan does not identify the Route 11 Corridor as a location for housing development, and residential uses are not allowed within the Zoning districts that regulate the Route 11 corridor currently. This indicates the need for new district regulations to allow for a variety of housing types within portions of the corridor, including Workforce Housing. This would address the need identified in the Master Plan for an increased variety of housing options through increased density and other strategies.</p>	<p>The allowable uses within the Commercial Business & Industrial Business Districts are almost identical. This could be addressed by merging the Commercial Business and the Industrial Business districts into one district and through the creation of a new mixed-use zoning district along portions of the corridor. A few key parcels along Route 11 should remain commercial/industrial focused to allow for and promote more intensive uses as appropriate. A Mixed-Use District could also be used to create architectural design guidelines that would be more appropriate than those that are currently voluntary in the Business Node Overlay District.</p>
<p>Workforce Housing is not addressed in the Farmington Zoning Ordinance. What is the status of Workforce Housing in the community? Does the community believe they have met the required regional need? The recently completed Regional Housing Needs assessment calls for additional Workforce Housing units by 2030 to address existing and future need.</p>	<p>The goals for the next decade, as stated in the Master Plan, relate to nodal development, smart growth, sustainable design and are not adequately supported by existing zoning. This includes creating nodes of visually attractive mixed-use development with coordinated access to Route 11 and the Multi-use Path, natural resource protection, and requiring new regulatory tools to implement this vision.</p>	<p>The zoning could also benefit from some clarification and streamlining for the Districts in the Corridor. This could include folding in overlay regulations, making requirements clear and more predictable for applicants, and updating and simplifying performance and design standards. This could also include ensuring the TIF District closely corresponds with revised district and regulatory tools.</p>



TO: FARMINGTON PLANNING BOARD
FROM: KEVIN GRONDIN, PEACEFUL PINES MOBILE HOME PARK
DATE: OCTOBER 25, 2023
RE: PROPOSED ZONING AMENDMENT

Kevin Grondin, owner of Peaceful Pines Mobile Home Park, is seeking support from the Planning Board for a proposed zoning amendment to the Town of Farmington Zoning Ordinance to allow it and other Manufactured Housing Parks (“MHP”) in Farmington to expand pursuant to the Town’s existing MHP regulations as long as their current property boundaries (i.e., “lot”) do not expand.

Peaceful Pines Mobile Home Park:

Peaceful Pines Mobile Home Park (“Park”) is located off Cocheco Road identified in the tax assessing records as Peaceful Pines Circle (Map R19 Lot 006, Zoned Rural Residential District). The Park currently consists of 118 mobile homes on approximately 117.420 acres. Initially, the Park was located in the Suburban Residential District zone, and later the property was rezoned to the Rural Residential District zone. This zoning change unfairly removed from the Park the density bonus it would be entitled to under the Suburban Residential Zone, a 25% reduction in minimum lot size due to the municipal water utility connection for the Park. If this density bonus was applied to the Park, the 118 acres subject parcel could support a density of 157 homes or an additional 39 homes.

Nevertheless, the expansion the Park has been seeking is up to 20 additional homes only.

Town’s MHP regulation history:

From the research conducted, the Town adopted its Manufactured Housing Park Regulations on or about August 12, 1986. They are attached. In 1997, the Town’s Land Use Ordinance provided that the “Planning Board is authorized to adopt regulations for the control and management of Manufactured Housing Parks (Adopted 1986).” In 2001, the Town’s zoning ordinance changed to only allow manufactured housing parks in four of the Town’s zones, “as permitted by review.” Sometime between 2003 and 2006, the zoning ordinance was amended from allowing manufactured housing parks in the four zones to prohibiting them entirely.

Peaceful Pines Proposed Ordinance Amendment:

To accomplish its requested ordinance change, Peaceful Pines proposes the following small changes and additions to the ordinance:

Table 2.00 (C) TABLE OF PERMITTED USES

EXISTING:

I. Agricultural	AR	SR	RR	UR	VC	CB	IB
A. Principal Uses							
¹ Barns	P/SE	SE	SE	SE	-	-	-
² Garage	P/SE	SE	SE	SE	-	-	-
³ Gazebo/Pavilion	P/SE	SE	SE	SE	-	-	-
Single family detached dwellings	P	P	P	P	P	-	-
Two family dwellings	P	P	P	P	P	-	-
Multi-family dwellings	-	P	-	P	P	-	-
Mixed-use	SE	SE	SE	P	P	P	P
Manufactured housing parks – with access from a class V or better	-	-	-	-	-	-	-
Manufactured housing not located within a manufactured housing park	P	P	P	P	-	-	-
Expansions of existing manufactured housing parks	-	-	-	-	-	-	-
Congregate Living facilities	P	P	P	P	P	P	P
Residential uses not specified	-	-	-	SE	SE	-	-
⁴ Storage sheds	P/SE	SE	SE	SE	-	-	-

PROPOSED:

I. Agricultural	AR	SR	RR	UR	VC	CB	IB
A. Principal Uses							
¹ Barns	P/SE	SE	SE	SE	-	-	-
² Garage	P/SE	SE	SE	SE	-	-	-
³ Gazebo/Pavilion	P/SE	SE	SE	SE	-	-	-
Single family detached dwellings	P	P	P	P	P	-	-
Two family dwellings	P	P	P	P	P	-	-
Multi-family dwellings	-	P	-	P	P	-	-
Mixed-use	SE	SE	SE	P	P	P	P
Manufactured housing parks – with access from a class V or better	-	-	-	-	-	-	-
Manufactured housing not located within a manufactured housing park	P	P	P	P	-	-	-
^{3A} Expansions of existing manufactured housing parks	-	-	P	P	-	-	-
Congregate Living facilities	P	P	P	P	P	P	P
Residential uses not specified	-	-	-	SE	SE	-	-
⁴ Storage sheds	P/SE	SE	SE	SE	-	-	-

3A Expansion of the number of dwelling units in existing manufactured housing parks shall be permitted in accordance with **Manufactured Housing Park Regulations** adopted on August 12, 1986, as amended provided there is no increase to the existing lot size.

Workforce Housing:

At present, we believe Farmington needs to review its obligations under N.H. law to provide “reasonable and realistic opportunities for the development of workforce housing,” pursuant to RSA 674:59. While its two current MHPs do provide affordable housing, the state’s statute requires “reasonable and realistic

opportunities for the development of workforce housing.” “Development” means new such opportunities.

At present, the Town’s prohibition on any new MHPs and any expansion of existing MHPs does not allow any new opportunity for workforce housing. Supporting this small amendment to the Town’s zoning ordinance would satisfy that statute. More importantly it would help address the crisis in affordable housing that is one of the most pressing public policy problems in our state.

MANUFACTURED HOUSING PARK REGULATION
Farmington, NH

1988

1988

I. Purpose and Intent The purpose of these regulations is to establish minimum standards for the construction and maintenance of manufactured housing parks in the Town of Farmington. The intent of these regulations is that these parks shall provide a healthful, safe, pleasant, and attractive residential atmosphere, while at the same time being compatible with existing and anticipated future development in the Town.

II. Authority These regulations are adopted by the Town's Planning Board in accordance with the provisions of New Hampshire RSA 47:17.

III. Definitions

A. Accessory building or structure--A subordinate building which is in addition to the facilities provided by the manufactured house, such as an awning, cabana, storage structure, carport, porch, fence, skirting, windbreak, or screened room.

B. Building--A roofed structure erected for permanent use.

C. Common area--An area designed for joint use by the residents, principally for recreation.

D. Density--The number of lots per acre of gross land area within the park.

E. Garage--A building for the shelter of automotive vehicles.

F. Gross land--The total land area included within the perimeter boundaries of the park.

G. Board--The Planning Board, unless otherwise specified.

H. Lot--An area not less than 12,500 square feet per unit.

I. Recreation area or common area--An area or areas not less than 10 percent of the total gross park area or areas set aside for recreation use by the park residents.

J. Unit--A mobile home also called a manufactured home/housing.

K. Minimum park size--20 manufactured housing units, or 10 acres.

IV. General requirements

A. Location and access

1. Manufactured housing parks are permitted in any place in Town and are subject to zoning ordinances and site review.

2. Parks shall be located with access onto a publically maintained street.

3. Since parks are a relatively intensive form of residential development, the soil characteristics of a site shall be adequate to support development.

B. Density--The maximum number of units permitted at a proposed site will be calculated by using gross land area within the park boundaries.

C. Setbacks

1. The minimum distance between any unit and a park boundary line shall be 50 feet.

2. Minimum setbacks of units on lots shall be; front yard, 20 feet; side and rear yards, 30 feet.

3. Minimum setbacks of buildings on the lots shall be front yard, 20 feet; side and rear yards, 10 feet.

4. There shall be a minimum of 60 feet between units and 20 feet between buildings on adjoining lots. No unit shall be located within 50 feet of a community building.

D. Site Conditions

1. The condition of the soil, groundwater level, and topography within the park shall not create hazards to the property or to the health of park residents and nearby residents.

2. The site of the park shall not be exposed to health and safety hazards, such as objectionable smoke, noxious odors, unusual noise, sudden flooding, subsidence or erosion, or the probability of pest infestation.

3. The ground surface within the park shall be graded as necessary to provide diversion of water away from units, other structures and walkways, and to provide safe and adequate surface drainage.

4. It shall be the duty and obligation of the park owner to develop and enforce rules to prevent unsightly conditions.

E. Construction

1. The provisions of these regulations and of the building regulations of the Town shall apply to all construction, alterations, repairs, and additions to manufactured housing and structures within a manufactured housing park unless otherwise modified herein.

2. The skirting of manufactured housing is permitted to achieve better heating, but skirting shall not provide a harborage for rodents, nor create a fire hazard. Skirting, cabanas, awnings, porches, or other additions shall not be attached to a mobile home unless they are approved by the Building Inspector.

3. All piping from outside fuel storage tanks or liquefied petroleum gas cylinders to a manufactured home shall be copper or other acceptable metallic tubing mechanically connected and shall be permanently installed and securely fastened in place. All fuel storage tanks, including oil tanks, or cylinders shall be securely fastened in place and shall not be located inside or beneath a manufactured home or within five (5) feet of any manufactured home exit. If a manufactured home is provided with a full basement, fuel storage tanks may be located within that basement. Racks to hold all fuel tanks or cylinders shall be of a design which will prevent tipping or accidental overturning. Oil tanks shall be screened by adequate shrubs or fencing.

4. Liquefied petroleum gas for cooking purposes shall not be used on individual manufactured home lots unless the containers are properly connected. Liquefied petroleum gas cylinders shall be securely fastened in place and shall be adequately protected from the weather.

5. The storage of firewood, coal, coke, other fuels and/or equipment shall be done in a manner so as not to constitute a fire hazard.

6. Only one single-story storage building may be installed on any one manufactured home lot. Plans must be approved by the Building Inspector and a permit issued before the building is erected on the lot.

F. Fire Protection

1. The manufactured housing park area shall be subject to the rules and regulations of the Town.

2. Manufactured housing park areas shall be kept free of litter, rubbish, and other flammable materials.

3. Where a municipal water system is available to a manufactured housing park, standard Town fire hydrants shall be spaced by the Fire Department based on conditions and layout of the park.

4. Fires shall be made only in stoves and other equipment intended for such purposes. No open fires shall be permitted except in specified areas approved by the Farmington Fire Department.

5. The Farmington Fire Department may require whatever additional measures for adequate fire and safety conditions as it feels are necessary for each manufactured housing park.

G. Refuse Disposal

1. The storage, collection, and disposal of refuse in manufactured housing parks shall be managed so as to create no health hazards, rodent harborage, insect-breeding areas, accident hazards or air pollution.

2. Racks or holders shall be provided for all refuse containers. Such container racks or holders shall be so designed as to prevent container deterioration, and to facilitate cleaning around them.

3. All garbage and rubbish shall be collected at least once weekly only from a location(s) designated by the Health Inspector. Manufactured housing park owners shall be responsible for seeing that garbage and rubbish are deposited at the collection location(s).

H. Pets

1. No owner or person in charge of a dog, cat, or other pet animal shall permit it to run at large or to commit any nuisance within the limits of any manufactured housing park (pursuant to RSA 466:30a).

I. Management

1. Any person responsible for the operation of a manufactured housing park shall maintain a current register of all manufactured homes located within the manufactured housing park and their owners. Such register shall be available for inspection.

2. Said register shall contain pertinent information to properly identify the manufactured home, location, and owners of each manufactured home in the manufactured housing park, including: the dates of arrival and the dates of departure of any manufactured home which has arrived or departed within the past year.

3. According to the provisions of RSA 73:16-a, the owner of a manufactured housing park shall be responsible for filing with the Town Office an inventory (description) of all manufactured homes which locate in a park within fifteen (15) days of their arrival. Also under the provision of RSA 73:16-a, the owner of a manufactured housing park may be held responsible for the payment of taxes due on individual manufactured homes located within the park which have not been paid by their owners.

4. The management of a manufactured housing park shall assume responsibility for providing a manager readily available in an emergency to enforce park rules and regulations.

J. Design Standards

1. During the development of any manufactured housing park, that portion of said park which is used, occupied, and/or made available for use and occupation of manufactured homes shall be subject to these standards, and to the applicable standards of the New Hampshire Water Supply & Pollution Control Commission and the Sanitary Laws and Regulations of the New Hampshire Division of Public Health Services.

a. Manufactured Housing Lots

1. Each manufactured housing lot shall contain a minimum of 12,500 feet in area and shall have a minimum frontage of seventy (75) feet on a park road.

2. No manufactured home with accessory building, garage, structures, storage building and paved parking spaces shall occupy in excess of twenty-five (25%) of a manufactured home lot.

b. Streets, Lighting and Access

1. A park shall be serviced by a street system constructed and maintained in compliance with Town road specifications. All new streets will meet those specifications. Improvements to existing streets providing direct access to the park from the surrounding Town will be determined on the basis of a traffic study by an independent source, at the developer's expense. All existing streets within the proposed park will be subject to site review to determine if park density and other factors require upgrading to Town specifications, with the cost of the work to be paid by the developer.

2. The alignment and grade of streets shall be properly adapted to the topography and shall provide for the safety of traffic movement, storm sewer systems, and surface drainage.

3. All cul-de-sacs shall serve as access to no more than five (5) units.

4. All roads and sidewalks serving more than two units shall be lighted at night.

5. All sidewalks and walkways will be required in conformance with the layout and density and other characteristics of the park.

c. Parking

1. A minimum of two paved off-street parking spaces of an area 10 feet by 18 feet will be provided for each unit.

d. Common Area

1. A park shall provide an area not less than ten percent (10%) of the total gross area of the park for recreation areas.

2. Recreation areas do not include parking spaces, utility easements, roadways, storage areas or any setbacks and buffer zones.

3. Recreation areas shall be free from hazards of topography incompatible with the purpose of the recreation area. The recreation areas shall be conveniently located near the residential units.

4. Each park shall provide at least one recreation area and no recreation area shall contain less than 15,000 square feet.

5. Recreation areas shall be separated from roads and parking areas by an adequate fence.

K. Water Supply

1. A water supply meeting the requirements of the current State Of New Hampshire Water Supply & Pollution Control Commission Drinking Water Regulations, or successive regulations shall be provided to each manufactured housing lot in a manufactured housing park.
2. The design and construction (including materials) of the water supply system, whether public or private, for a manufactured housing park shall comply with the New Hampshire Water Supply & Pollution Control Commission Design Standards for Small Public Water Systems and with all requirements and regulations of the Town.
3. Where a public water system exists within 200 feet of any boundary of a manufactured housing park, all lots within the park shall be connected to the public system, unless such connection is specifically denied by the Town. Where a public water system is not available, any other source must be approved by the New Hampshire Water Supply & Pollution Control Commission.
4. All water piping shall be constructed and maintained in accordance with State and local law: the water piping system shall not be connected with nonpotable or questionable water supplies.
5. Individual water service connections which are provided for direct use by manufactured homes shall be so constructed that they will not be damaged by the parking of manufactured homes.
6. A manufactured housing park water system shall be adequate to provide twenty (20) pounds per square inch of pressure to all mobile home lots.

L. Sewage Disposal

1. Where a public sewage system exists within 200 feet of any boundary of a manufactured housing park, all lots within the park shall be connected to the public system, unless such connection is specifically denied by the Town.
2. Where a public sewage system is not available, the sewage disposal system for all manufactured housing lots in the manufactured housing park shall be approved by the New Hampshire Water Supply & Pollution Control Commission.
3. Each manufactured housing lot shall be provided with sewer connections which comply with all statutory requirements and regulations of the State of New Hampshire, the appropriate agencies of the State of New Hampshire and the Town.
4. The design and construction (including materials) of the sewage disposal system, whether public or private, or a manufactured housing park shall comply with all statutory requirements and regulations of the New Hampshire Water Supply & Pollution Control Commission and the Town.

M. Electricity

1. A secured electrical outlet supplying 220 volts shall be provided for each manufactured housing lot. All manufactured housing will be hooked up electrically, with telephone and with cable according to the National Electrical Code.

2. All power lines within a manufactured housing park shall be underground and shall be laid with sufficient cover to prevent damage from traffic. The Board may consider special exceptions such as hardship arising from natural conditions.

N. Telephone System

1. Where telephone service to manufactured housing lots is provided, the distribution system shall be underground and shall be in general conformance with the placement of the electrical distribution system.

O. Cable Television System

1. Where cable-TV service to manufactured housing lots is provided, the distribution system shall be underground and shall be in general conformance with the placement of the electrical distribution system.

P. Buffer Zone

1. There shall be a 20 foot buffer zone around the perimeter of the park. Individual lots or roads shall not be included in the buffer zone.

Q. Landscaping and Screening

1. The final plan for manufactured housing parks shall provide for appropriate landscaping and screening.

V. Application for Approval

A. Procedure

1. Before formal submission of a plan for a new manufactured housing park, a developer proposing construction of a manufactured housing park may first meet with the Planning Board to informally discuss the subject.

2. A formal application for construction of a new manufactured housing park shall be submitted to the Planning Board. In reviewing the application, the Board shall follow the procedures and standards for the review as set out in this ordinance. Application fee is \$50.00 and the cost of certified mail submitted with the application. Site review will be an additional application fee.

3. The Board shall submit the application to the appropriate Town Officials for review of all road and utility plans which are a part of the proposed manufactured housing park.

B. Submission Requirements

1. The application for approval of a manufactured housing park plan shall be prepared in accordance with the standards and requirements contained in Section IV of the Farmington Manufactured Housing Regulation. The application shall include all those items listed in that section.

C. Application

1. The initial manufactured housing park license application shall be filed with the Board of Selectmen accompanied by the approval of the Planning Board. The application shall be in writing, signed by the applicant, and shall include the following:

- a. the name and address of the person making the application;
- b. the location and legal description of the manufactured housing park;
- c. plans and specifications of all improvements, buildings, streets, recreational areas, walks, sewer, water, landscaping, and other facilities constructed or to be constructed within the park;
- d. the area and dimensions of the tract of land whereon the park is located;
- e. written approval of the following Town Officials indicating that the manufactured housing park complies with the requirements of these regulations:
 - i. Water and Sewer Department Head
 - ii. Road Agent
 - iii. Fire Chief
 - iv. Health Officer
 - v. Police Chief
- f. such further information as may be requested by the Building Inspector to enable him to determine if the park complies with the provisions of this regulation and all other applicable legal requirements.
- g. the application and five (5) copies of all accompanying plans and specifications shall be filed with the Building Inspector; two (2) of said copies shall be filed with the Planning Board.

h. Waivers or special exceptions must be requested in writing at the time of the application.

i. Application shall be accompanied by a certified form from the Tax Collector stating all charges on the property have been paid.

VI. Licensing

A. It shall be unlawful for a person to construct, operate, or maintain a manufactured housing park within the limits of the Town unless he holds a valid license issued by the Board of Selectmen.

B. Issuance of License

1. The Board of Selectmen shall inspect the application and plans and specifications.

2. If the manufactured housing park plan is in compliance with all of the provisions of these regulations and all other applicable ordinances, statutes, and regulations, the Board of Selectmen shall approve the application or license.

C. Renewal of License

1. Application for the renewal of a license shall be made in writing sixty (60) days prior to expiration of the license to the Building Inspector by the holder of the license and shall contain the following:

a. any change in the information submitted since the time the original license was issued or the latest renewal granted;

b. copies of as-built plans for any and all sections of a manufactured housing park developed during the year in which application for renewal is made;

c. such other information as the Building Inspector may require.

2. All manufactured housing parks in existence upon the effective date of this regulations shall within six (6) months thereafter comply with the requirements of this regulation, except that the Board, upon application of a park operator, may waive such requirements that require prohibitive reconstruction costs if such waiver does not alter the health and sanitation requirements herein provided.

3. Licensing shall be effective from one year of the date of issuance.

D. License Fee

1. The annual license fee for each manufactured housing park shall be One Hundred (\$100.00) Dollars, or Two (\$2.00) Dollars for each approved lot in the manufactured housing park, whichever is greater. A check in that amount, made payable to the Town of Farmington, shall accompany the license application.

E. Responsibility of the License Holder

1. The license certificate shall be conspicuously posted in the office of, or on the premises of, the manufactured housing park at all times.

2. A license shall be transferable after the holder of a valid license gives notice in writing to the Board fifteen (15) days prior to any proposed sale, transfer, gift, or other disposition of interest or control of any manufactured housing park. Such notice shall include the name and address of the person succeeding to the ownership or control of such manufactured housing park.

VII. Administration

A. Enforcement

1. Upon determination by the Board of Selectmen that a violation of this regulation has occurred, the Board of Selectmen shall initiate enforcement proceedings.

B. Inspections

1. Agents of the Town are authorized to make periodic and reasonable inspections to determine the conditions of the park and to determine if the requirements of the regulations are being met.

C. Penalty

1. A violation of, or variation from, the terms and conditions of this regulation and/or the conditions of the license to operate or maintain a manufactured housing park by the holder thereof or his agent shall be cause for the revocation of said license. Such revocation shall be made at the Board of Selectmen's discretion.

2. After revocation of the license has been ordered by the Board of Selectmen, additional violations shall result in a fine not exceeding \$1,000.00 per day in accordance with the provisions of RSA 47:17.

D. Appeals

1. Any party whose application for approval of a manufactured housing park plan has been denied may appeal the decision of the Planning Board to the Superior Court in accordance with the provisions of RSA 677:15.

2. Any party whose application for a license has been denied or whose license has been revoked may appeal in accordance with the provisions of RSA 674:33.

E. Conflict With Other Ordinances

1. In any case where a provision of this regulation is found to be in conflict with the provisions of any zoning, building, fire, safety, or health ordinance, existing on the effective date of this regulation, the provisions which, in the judgement of the Planning Board, establish the higher standard for the promotion and protection of the health and safety of the people shall prevail.

F. Saving Clause

1. If any section, subsection, paragraph, sentence, clause, or phrase of this regulation should be declared invalid for any reason whatsoever, such decision shall not effect the the remaining portions of this ordinance, which shall remain in full force and effect; and to this end the provisions of this ordinance are hereby declared to be severable.