

**Local Law Number 002 of 2026**

**A Local Law to Regulate Mobile Home Parks and Campgrounds  
in the Town of Harpersfield**

Be it enacted by the Town Board of the Town of Harpersfield as follows:

**SECTION 1. LEGISLATIVE INTENT AND PURPOSE.** The purpose of this local law is to repeal Ordinance No. 1 of 1983 regulating Mobile Home Parks and Campgrounds in the Town of Harpersfield and replace it with a comprehensive and current law that will ensure the minimum standards are in place to safeguard and promote the health, safety, morals, and general welfare of the community, including the protection and preservation of the property of the Town of Harpersfield and of its inhabitants. .

**SECTION 2. AUTHORITY AND TITLE.** This local law is adopted pursuant to section 10 of the Municipal Home Rule Law and shall be known as the “Town of Harpersfield Mobile Home Park Law and Campground Law”.

**SECTION 3. DEFINITIONS.**

3.1 **CAMPGROUND** - A Campground is any parcel of land which is planned and improved for the placement of two (2) or more Camping Units which are used for temporary or seasonal overnight occupancy and not intended for use as a permanent Mobile Home Park. A Campground may be established on a parcel of land that is approved for one or more Land Use Activities subject to the requirements of this local law and any other applicable law, rule or regulation.

3.2 **CAMP SITE** - A portion of a Campground, with or without connections to water supply, electrical service or sewage systems, used by one camping unit.

3.2 **CAMPING UNIT** - A tent, camping cabin, recreational vehicle or other type of portable shelter intended, designed or used for temporary human occupancy.

3.3 **MOBILE HOME** - A Mobile Home is any portable vehicle which is designed to be transported on its own wheels or those of another vehicle which is used, designed to be used and capable of being used as a detached single family residence; and which is intended to be occupied as permanent living quarters ordinarily containing sleeping accommodations, a flush toilet, a tub or shower, kitchen facilities and plumbing and electrical connections for attachment to outside systems.

3.3 **MOBILE HOME LOT** - A Mobile Home Lot is a designated site of specific total land area which is located within a Mobile Home Park for the accommodations of one mobile home and its occupants. \*

3.4 **MOBILE HOME PARK** - A Mobile Home Park is any parcel of land which is planned and improved for the placement of two (2) or more mobile homes.

3.5 MOBILE HOME STAND - A Mobile Home Stand is a durable surface located on a mobile home lot which is used for the placement of and capable of supporting a mobile home.

3.7 RECREATIONAL VEHICLE - A vehicular camping unit primarily designed as temporary living quarters for recreational, camping, travel or seasonal use that either has its own motive power or is mounted on or towed by another vehicle. Recreational vehicles include, but are not limited to, camping trailers, fifth wheel trailers, motor homes, park trailers, travel trailers, and truck campers.

#### **SECTION 4. PERMITS AND SITE PLAN APPROVAL FOR MOBILE HOME PARKS AND CAMPGROUNDCAMPGROUNDS.**

4.1 Any person, partnership, association or corporation, being the owner or occupant of any land within the Town of Harpersfield, shall not use or allow the use of such land for a Mobile Home Park or Campground, unless the Town Planning Board has approved a Site Plan for such use and a proper Mobile Home Park and Campground Permit has been obtained as herein provided. This permit shall not be transferable or assignable.

4.2. SITE PLAN APPROVAL - Every application for a Mobile Home Park and Campground Permit shall include a Site Plan that meets the requirements of the Town of Harpersfield Site Plan Review Law and this local law. No Mobile Home Park and Campground Permit shall be issued by the Harpersfield Town Board unless and until a Site Plan incorporating such use has been reviewed and approved by the Town Planning Board.

#### **4.3 MOBILE HOME PARK AND CAMPGROUND PERMITS.**

4.3(a) The Town Board of the Town of Harpersfield shall issue a permit to be effective from the day of issuance. This permit will not be issued, until the Town Board has received:

- i) A written application from the applicant.
- ii) The required fee as provided in the application.
- iii) Approval of the application by the New York State Department of Health. iv)  
Approval of the Site Plan by the Town Planning Board.
- v) Report of the Town Building Inspector/ Code Enforcement Officer regarding the existence of any violations on the parcel of land proposed for the Mobile Home Park and Campground.

4.3(b) The Town Board shall not review or approve an application for Mobile Home Park and Campground Permit unless and until the New York State Department of Health and the Town Planning Board have issued their approvals. If the Town Building Inspector/ Code Enforcement Officer reports any existing and open violations on the parcel of land proposed

for the Mobile Home Park and Campground, the Town Board may table consideration of the application for Mobile Home Park and Campground Permit until such time as the violations have been addressed and the property and/or use is brought into compliance with applicable laws, rules, and regulations and any prior determinations of the Town Building Inspector/ Code Enforcement Officer.

4.3(c) The approved permit will be valid for one (1) year from the date of issuance.

#### 4.4 RENEWAL FOR MOBILE HOME PARK AND CAMPGROUND PERMITS.

4.4(a) An application for the renewal of any permit which was issued in accordance with this local law must be filed with the Town Clerk at least ninety (90) days prior to the expiration of the permit. Upon receipt, the application for the renewal shall be referred to the Town Building Inspector/ Code Enforcement Officer and Planning Board for their review and recommendation prior to any action by the Town Board.

4.4(b) Upon receipt of the Town Building Inspector/ Code Enforcement Officer and Town Planning Board's recommendations, the Town Board shall issue a renewal permit, to be effective upon the expiration of the previous permit and to continue in force for a period of one (1) year.

4.4(c) Notwithstanding the foregoing, if the Town Building Inspector/ Code Enforcement Officer reports any existing and open violations on the parcel of land proposed for the Mobile Home Park and Campground, the Town Board may table consideration of the application for Mobile Home Park and Campground Permit until such time as the violations have been addressed and the property and/or use is brought into compliance with the Town's adopted local laws and prior determinations of the Town of Harpersfield Building Inspector/ Code Enforcement Officer.

4.4(d) At the time the renewal permit is issued, the applicant shall pay the required fee.

4.4(e). Renewal permits shall not be transferable or assignable.

#### 4.5 PERMIT FEES.

The applicant shall pay the Town Clerk an annual fee as required by the application.

### **SECTION 5. REQUIREMENTS FOR MOBILE HOME PARKS AND CAMPGROUNDS.**

#### 5.1 APPLICATION DATA.

Each application shall be accompanied by three complete sets of plans which are prepared by a surveyor or Engineer and shall bear the seal of a duly licensed professional engineer. The plans shall include the date and north point, and shall be drawn to a scale of twenty (20) feet to one (1) inch or such other scale deemed appropriate by the Town Board. In addition to any requirements set forth in the Town of Harpersfield Site Plan Review Law, the plans required by this local law shall include the following information:

5.1(a) Legal Data.

- (i) The name and address of the applicant; or the name and address of each partner if the applicant is a partnership; or the name and address of each member, officer and director if the applicant is an association or corporation.
- (ii) The location and description of the parcel land that is proposed to be used as a Mobile Home Park or Campground.
- (iii) The number of proposed Camp Sites or Mobile Home Lots.

#### 5.1(b) Physical Features.

- (i) Contours at two feet intervals.
- (ii) Location of water courses, wetlands, marshes, and areas subject to flooding.
- (iii) Wooded or forested areas, including existing and proposed conditions. (iv)

#### Existing Development

- a. All structures and improvements within the parcel of land proposed for the Mobile Home Park or Campground.
- b. A location map which shows all land within three hundred (300) feet of the subject parcel of land, and all existing structures located on abutting parcels.
- c. The location, names, and widths of all adjacent streets.
- d. The location of all water lines and utilities within and adjacent to the subject parcel.

#### 5.1(c) Proposed Development.

- (i) The location and widths of all entrances, exits, streets, and walkways.
- (ii) The location, size, and arrangement of each Mobile Home Lot or Camping Space within the proposed Mobile Home Park or Campground.
- (iv) The method and plan for electric lighting.
- (v) The location and plan of all proposed structures and improvements.
- (vi) Any proposed grading and plans for landscaping.
- (vii) Any proposed storm water drainage or management features.
- (viii) Any proposed utilities.

#### 5.1 DRIVEWAYS.

Mobile Home Parks and Campgrounds abutting a public road shall have a driveway culvert as designated by the governmental body having jurisdiction over the highway or road. All driveways shall have a minimum unobstructed sight distance of two hundred forty (240) feet in either direction and be well drained.

#### 5.2 SEWAGE SYSTEM.

Each site shall have a sewage system that will comply with the standards as set forth in applicable laws, rules and regulations, including but not limited to the Sanitary Code of the State of New York and the document "Waste Treatment Handbook, Individual Household Systems" by the New York State Department of Health, Division of Sanitary Engineering. The requirements for sewage disposal systems will also apply to any replacement in whole or in part of existing systems after the effective date of this local law. Campground All required approvals for an on-site sewage system must be obtained before the Town Board may approve an application for Mobile Home Park and Campground Permit.

#### 5.3 WATER.

Each site shall have an adequate supply of pure water for drinking and domestic purposes. The adequacy and purity of the water supply shall be determined by the New York State Department of Health and any approval for the water system serving the Mobile Home Park or Campground must be obtained before the Town Board may approve an application for Mobile Home Park and Campground Permit.

#### 5.4 SUPPLEMENTARY REGULATIONS FOR MOBILE HOMES.

A mobile home shall be anchored and supported as specified in (a) or (b) of this section.

- (a) Adequately supported on a concrete slab six (6) inches or more thick or on bedrock and anchored with steel cables 1/4" in diameter or larger, attached from the mobile home to anchor bolts spaced at a maximum of every ten (10) feet in the concrete slab or bedrock. The concrete slab must have a minimum width and length no less than the mobile home it supports.
- (b) Supported on concrete piers, sixteen (16) inches square or larger, extending a minimum of forty (40) inches below ground level and extending a minimum of two (2) inches above ground level and spaced a maximum of every ten (10) feet. An eye bolt made of 1/2" diameter or larger steel rod shall extend above the top of the pier and be embedded in the pier at least twelve (12) inches. The mobile home shall be firmly attached at the masonry piers to these eye bolts. If chimney blocks are used as masonry piers then they must be filled with concrete and each pier must contain three (3) pieces of 1/2" diameter or larger steel reinforcing rod, forty (40) inches long. The top of one or more of the reinforcing rods in each pier will have the shape of an anchor eye bolt and extend above the top of the pier. The mobile home shall be firmly attached at each pier to at least one of these reinforcing rods.
- (c) An approved metal, wood or other suitable skirting or framing, properly ventilated and attached to enclose that area from the bottom of the floor line of the mobile

home to the ground shall be required.

(d) No mobile home shall be parked or allowed to remain upon any street, highway or other public place. Emergency stopping or parking, when caused by mechanical failure, will be permitted upon the shoulder of any street or highway for a period of not more than seventy-two (72) hours, subject to any prohibition or limitation imposed by other regulations or law.

(e) A special permit may be issued by the Town Board, upon the recommendation of the Planning Board, to the owner of any land within the Town of Harpersfield to place or park two mobile homes on such land for his own occupancy or his employees' occupancy provided the mobile home is located on a lot at least 100 feet by 150 feet and no closer than 40 feet to any house or other mobile home or other buildings and provided that the site meets all requirements of Section 5 of this local law. The owner shall file an application for a permit with the Town Board.

## **SECTION 6. REQUIREMENTS FOR MOBILE HOME PARKS.**

### **6.1 SITE.**

The park shall be located on a well drained site which is properly graded to ensure rapid drainage and be free at all times from stagnant pools of water.

### **6.2 MOBILE HOME LOT.**

(a) Each mobile home park shall be marked off into Mobile Home Lots.

(b) The total number of Mobile Home Lots in a Mobile Home Park shall not exceed eight (8) per acre.

(c) Each Mobile Home Lot shall have a total area consistent with 10 NYCRR Part 17.

### **6.3 MOBILE HOME.**

(a) Any mobile home shall not be parked or otherwise located nearer than a distance of:

(i) At least thirty (30) feet from an adjacent mobile home in any direction. (ii)

At least fifty (50) feet from an adjacent property line.

(iii) At least one hundred (100) feet from the right of way line of a public street or highway.

(iv) At least ten (10) feet from the nearest edge of any road right of way within the park.

(b) Only one mobile home shall be permitted to occupy any one Mobile Home Lot. 6.4

## MOBILE HOME STAND.

(a) Each Mobile Home Lot shall have a Mobile Home Stand which will provide for the practical placement on and removal from the lot of both the mobile home and its appurtenant structures and the retention of the home on the lot in a stable condition. The stand shall not heave, shift or settle unevenly under the weight of the mobile home due to frost action, inadequate drainage, vibration, wind or other forces acting on the structure.

(b) The stand shall be of sufficient size to fit the dimensions of the anticipated mobile homes and their appurtenant structures or appendages.

(c) The stand shall be suitably graded to permit rapid surface drainage.

(d) Each stand shall include provisions for anchorage of the mobile home in keeping with Section 5.4 (Supplementary Regulations) of this local law.

## 6.5 ACCESSIBILITY.

(a) Each mobile home park shall be easily accessible from an existing public highway or street and comply with Section 5.1 (Driveways).

(b) Each park shall have improved streets to provide for the convenient access to all mobile home lots and other facilities within the park.

(i) The street system shall be designed to permit the safe and convenient vehicle circulation within the park.

(ii) Streets shall be adapted to the topography and shall have suitable alignment and gradient for specific safety.

(iii) All streets shall intersect at right angles.

(iv) All streets shall have the following minimum widths:

(1) One way traffic movement - 25 feet.

(2) Two way traffic movement - 50 feet.

(3) Dead end turn-around – 100 feet diameter minimum.

(v) Except in cases of emergency, no parking shall be allowed on such streets.

(c) One off-street parking space shall be provided on each mobile home lot. The parking space shall be of similar construction and grading as the mobile home stand. Such space shall have a minimum length of twenty (20) feet.

## 6.6 UTILITIES AND SERVICE FACILITIES FOR MOBILE HOMES.

(a) Utilities and service facilities shall be provided in each mobile home park which shall be in accordance with the regulations of the New York State Department of Health and the Sanitary Code of New York State.

(b) Each mobile home lot shall be provided with weatherproof electrical connections and outlets which are a type approved by the New York State Board of Fire Underwriters.

#### 6.7 OPEN SPACE.

(a) Each mobile home park shall provide common open space for the use by the occupants of such park.

(b) Such open space shall be conveniently located in the park. Such space shall have a total area equal to at least five percent (5%) of the gross land area of the park.

#### 6.8 LANDSCAPING.

Lawn and ground cover shall be provided on those areas not used for the placement of mobile homes and other buildings, walking, roads and parking area.

#### 6.9 RECORDING.

(a) The owner or operator of each mobile home park shall keep a written record of all persons occupying or using the facilities of such park. This record shall be available for a period of at least one (1) year from the date of occupancy.

(b) This record shall include:

(i) The name and address of the occupant of each mobile home.

(ii) The name and address of the owner of each mobile home which is not occupied by such owner.

### SECTION 7. CAMPGROUNDS.

(a) The provisions found in Section 6.1 (Site) shall apply.

(b) Campgrounds shall be marked into designated Camp Sites.

(c) Camp Sites shall be a minimum of 1,250 square feet and large enough to allow at least a five foot clearance between the boundaries of the Camp Site and the exterior surfaces of the Camping Unit placed on it as well as any add-on structures or appurtenances attached to it, so as to provide for a 10 foot separation distance between Camping Units on adjacent Camp

Sites. Notwithstanding the foregoing, Camp Sites shall not exceed a maximum twelve (12) per acre.

(d) Campgrounds shall comply with the utility and service requirements set forth in 10 NYCRR Part 7-3.9 through 7-3.19, relating to fire safety, building maintenance and grounds, food service, water supply, sewage treatment, toilets, lavatories, and utility sinks, showers, electrical insect, rodent and weed control, and refuse storage.

(f) Open space shall meet the provisions found in Section 6.7 (Open Space) of this

local law.

(g) Landscaping shall meet the provisions found in Section 6.8 (Landscaping) of this local law.

(h) The owner or operator of each Campground shall keep a written record of all persons occupying or using a Camping Space in such Campground. This record shall be available for a period of at least one (1) year from the date of occupancy.

(i) The owner or operator of each Campground shall provide the Town of Harpersfield Building Inspector/ Code Enforcement Officer with a copy of any report(s) required by or generated pursuant to 10 NYCRR 7-3.4(b). Such report(s) shall be provided to the Town Building Inspector/ Code Enforcement Officer within 24 hours of the occurrence being reported.

### **SECTION 8. EXISTING MOBILE HOME PARKS AND CAMPGROUNDS.**

A Mobile Home Park and Campground which is lawfully in existence prior to the enactment of this local law may be continued to be used as a Mobile Home Park and Campground. A Mobile Home Park and Campground that has not obtained Site Plan approval from the Planning Board, a Mobile Home Park and Campground Permit, and other applicable permits and approvals from the New York State Department of Health or any other agency with jurisdiction, is not considered to be in lawful existence.

### **SECTION 9. RECREATIONAL VEHICLES LOCATED OUTSIDE OF CAMPGROUNDS.**

The provisions found in Sections 5.5(d) and 5.4(e) shall apply to Recreational Vehicles Located Outside of Campgrounds.

### **SECTION 10. ENFORCEMENT.**

The Building Inspector/ Code Enforcement Officer of the Town of Harpersfield shall enforce all of the provisions of this local law. Such Building Inspector/ Code Enforcement Officer shall have the right at all times to enter and inspect any Mobile Home Park and Campground.

10.1 DUTIES. The Building Inspector/ Code Enforcement Officer is to monitor all construction of Mobile Home Parks and Campgrounds in the Town of Harpersfield.

10.11 Following the issuance of a Mobile Home Park and Campground Permit by the Town Board, the Building Inspector/ Code Enforcement Officer must approve or disapprove within fifteen (15) days after receiving the building permit application. If disapproved, the notification must be in writing to the applicant and the Town Board.

10.12 Violators of the Mobile Home Park and Campground local law must stop activity immediately. Non-compliance can result in the issuance of a written notice of violation by the Building Inspector to the landowner or his representative.

10.13 The Building Inspector/ Code Enforcement Officer shall notify the Town

Planning Board and the procedures outlined in Section 11 (Revocation of Mobile Home Park and Campground Permits) shall be followed.

### **SECTION 11. REVOCATION OF MOBILE HOME PARK AND CAMPGROUND PERMITS.**

(a) If the Town Building Inspector/ Code Enforcement Officer finds and reports to the Town Board that a Mobile Home Park or Campground, for which a Mobile Home Park and Campground Permit has been issued, is not being maintained in a clean and sanitary condition as defined by the applicable provisions of Sanitary Code of the State of New York or is not being operated in accordance with the provisions of this local law, New York State Department of Health approvals or guidelines, or any other applicable law, rule or regulation, the Town Board, may by resolution, following a hearing, authorize the personal service upon the holder of the permit of a written order which will require the holder of the permit to correct the conditions specified in such order within ten (10) days after the service of such order.

(b) If the holder of such permit shall refuse or fail to correct the conditions specified in such order within ten (10) days after the personal service of such order, the Town Board may, by resolution, revoke such permit and the holder of the permit shall thereupon terminate the operation of such Mobile Home Park or Campground.

(c) If the owner or operator of such Mobile Home Park or Campground shall thereafter correct such conditions and bring the Mobile Home Park or Campground into compliance with this local law, such owner may then apply for the issuance of a new Mobile Home Park and Campground Permit, and if the application is approved and a permit is granted, the applicant shall pay to the Town Clerk the fee required by this local law without any credit for the fee paid for the permit which was revoked.

### **SECTION 12. PENALTIES.**

If, after a notice of violation, any person, partnership, association or corporation continues to willfully violate any provision of this local law, they shall be guilty of an offense against this local law and subject to a fine of not less than one hundred dollars (\$100) or not more than five hundred dollars (\$500) or to imprisonment for a period of not more than thirty (30) days or both fine and imprisonment. When a violation of any of the provisions of this local law is continuous, each week or portion thereof shall constitute a separate and distinct violation.

### **SECTION 13. EXCEPTIONS.**

None of the provisions of this local law shall be applicable to the following:

13.1 The business of mobile home or recreational vehicles sales, except that where units are used as living quarters, they shall conform with the provisions of the local law.

13.2 A Mobile Home or Recreational Vehicle located on the site of a construction project, or other similar work project and which is used solely as a field office or work or tool house in connection with such project, provided that such mobile home or recreational vehicle is removed from such site within thirty (30) days after the completion of such project.

**SECTION 14. VALIDITY.**

If any section, paragraph, subdivision or provision of this local law shall be found invalid, such invalidity shall apply to the section, paragraph, subdivision or provision adjudged invalid and the remainder of the local law shall remain valid and effective.

**SECTION 15. VARIANCE.**

The Town Board may, on written request, grant a variance from a specific section of this local law on a particular case, subject to appropriate conditions, where such a variance is in harmony with the general purpose and intent of this local law.

**SECTION 16. OTHER REGULATIONS.**

These regulations in no way waive the requirements of the other regulatory organizations.

**SECTION 17. REPEALER OF ORDINANCE.**

Ordinance No. 01 of the Year 1983 of the Town of Harpersfield, Establishing for the Regulation of Mobile Homes and Mobile Home Parks and Travel Trailers and RV Parks in the Township of Durham and as amended is hereby repealed.

**SECTION 18. EFFECTIVE DATE.**

This local law shall take effect immediately upon filing with the New York Secretary of State.