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# **EAST HANOVER TOWNSHIP**

**DAUPHIN COUNTY, PA**

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## **MOBILE HOME ORDINANCE**

**APRIL 1, 2003**

  
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# EAST HANOVER TOWNSHIP MUNICIPAL DIRECTORY 2003

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Rod Nissley, Past Chairman  
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# Article 1

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## General Provisions

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### Section 101 Short Title

This Ordinance shall be known and may be cited as the "East Hanover Township Mobile Home Ordinance of April 1, 2003."

### Section 102 Purpose

The purpose of this Ordinance is to provide for the harmonious development of mobile homes in the Township by:

1. Assisting in the orderly and efficient integration of land developments within the Township.
2. Ensuring conformance of mobile home development with the Comprehensive Plan, and other municipal documents.
3. Ensuring the provision of adequate public facilities, including roadways, walkways, street lighting, water supply, storm and sanitary sewerage facilities, open spaces and other improvements for the public health, safety and welfare.
4. Securing the protection of water resources, drainageways and other environmental resources.
5. Facilitating the safe and efficient movement of traffic.
6. Securing equitable handling of all mobile home development by providing uniform standards and procedures.
7. In general, promoting greater health, safety and welfare of the citizens of the Township.

### Section 103 Adoption-Authority

The Board of Supervisors of East Hanover Township, Dauphin County, Pennsylvania, pursuant to the Second Class Township Code, Act of May 1, 1933 P.L. 103, No. 69, re-enacted and amended July 10, 1947, P.L. 1481, No. 567, and as subsequently amended, and the Pennsylvania Municipalities Planning Code, Act 247 of 1968, reenacted and amended by Act 170 of 1988, and as subsequently amended, hereby enacts and ordains the following Ordinance governing mobile homes and mobile home parks within the limits of East Hanover Township.

## **Section 104      Jurisdiction**

This Ordinance shall apply to the placement or replacement of mobile homes, existing mobile home parks, and new mobile home parks, whether temporary or permanent.

# Article 2

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## Definitions

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### Section 201 General

Words and phrases shall be presumed to be used in their ordinary context, unless such word or phrase is defined or interpreted differently within this section.

### Section 202 General Terms

In this Ordinance, when not inconsistent with the context:

1. Words in the present tense imply also the future tense,
2. The singular includes the plural,
3. The male gender includes the female gender,
4. The term "person" includes an individual, partnership, corporation, unincorporated association, estate, or any other legally recognized entity.
5. The terms "shall," "must" or "will" are always mandatory,
6. The term "may" is permissive.

### Section 203 Specific Terms

The following words and phrases shall have the particular meaning assigned by this section of this Ordinance. Additionally, the words and phrases which are used in this Ordinance and not defined below shall have the meaning assigned by the East Hanover Township Subdivision and Land Development Ordinance.

BOARD OF SUPERVISORS - The Board of Supervisors of East Hanover Township, Dauphin County, Pennsylvania.

MOBILE HOME - A transportable, single-family dwelling intended for permanent occupancy, contained in one unit, or in two or more units designed to be joined into one integral unit capable of again being separated for repeated towing, which arrives at a site complete and ready for occupancy, except for minor and incidental unpacking and assembly operations, and constructed so that it may be used without a permanent foundation, but excluding transport trucks or vans equipped with sleeping space for a driver or drivers, and travel trailers that are not on the same parcel for more than one hundred eighty (180) days in any calendar year.

MOBILE HOME SPACE - A designated area in a mobile home park, improved with the necessary utility connections and other appurtenances necessary for the erection thereon of a single mobile home.

MOBILE HOME PARK - A parcel or contiguous parcels of land which have been so designated and improved to contain two or more mobile home lots for the placement thereon of mobile homes.

MOBILE HOME LOT - A unit of land for the placing of one mobile home or trailer in a mobile home park.

# Article 3

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## Design Standards

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### Section 301 General

The standards and requirements contained in this Article shall apply as minimum design standards for the placement of mobile homes on individual properties, mobile home lots and mobile home parks. Whenever other Township ordinances or regulations impose more restrictive standards and requirements than those contained herein, the more restrictive shall apply.

### Section 302 Mobile Homes Located Within Streets or Alleys

Mobile homes shall not be parked along a street or alley for a period of time longer than that allowed for the parking of vehicles upon such street or alley by the applicable State Laws and the ordinances of the Township of East Hanover. Nor shall a mobile home be located within the street or alley without being attached to a licensed and inspected motor vehicle capable of pulling the mobile home.

### Section 303 Mobile Homes Located On Individual Lots

Mobile homes that are located on individual lots and not part of a mobile home park shall comply with Sections 304.3.1., 304.3.2., 304.3.3., and 304.3.4. of this Ordinance, and the standards for a single-family dwelling as stated in the Township Zoning Ordinance.

### Section 304 Mobile Home Parks

In addition to the requirements of this Ordinance, all new mobile home parks and expansions to existing mobile home park plans shall follow the procedure specified in the East Hanover Township Subdivision and Land Development Ordinance. Mobile home parks shall comply with the design standards set forth in this section with the exception that any specific design standard will be superseded by any other Township ordinance, resolution, or regulation containing an applicable standard which is more restrictive.

Prior to the placement of a mobile home within a mobile home park, a Mobile Home License must be secured and a Mobile Home Permit acquired for each unit, in accordance with Sections 502 and 503 of this Ordinance.

**304.1. Maximum Density - Five (5) per acre.**

**304.2.           Specific Standards:**

- 304.2.1.           Minimum Mobile Home Park Setback - All mobile homes, service and accessory buildings, storage space, refuse disposal facilities, and parking shall be set back fifty feet (50') from the property line of the mobile home park.
- 304.2.2.           Mobile Home Space - Each mobile home shall be located on a designated mobile home space. No more than one (1) mobile home or one (1) family shall be located on each mobile home space.
- 304.2.3.           Vehicular Access - Individual mobile home spaces shall abut and access on a private street or access drive. Direct vehicle access from a mobile home space shall not be onto a public street.
- 304.2.4.           Minimum Mobile Home Space Dimensions - Six thousand (6,000) square feet, and sixty feet (60') wide.
- 304.2.5.           Minimum Mobile Home Space Front Yard - Thirty feet (30').
- 304.2.6.           Minimum Mobile Home Space Rear Yard - Twenty-five feet (25').
- 304.2.7.           Minimum Mobile Home Space Side Yard - Fifteen feet (15') each side.
- 304.2.8.           Minimum Mobile Home Separation - Thirty feet (30') between mobile homes and between a mobile home and another building.
- 304.2.9.           Screening - All mobile home parks shall be screened from adjoining properties and roads according to Section 618 of the Subdivision and Land Development Ordinance.
- 304.2.10.           Open Space - No less than ten percent (10%) of the total mobile home park area shall be set aside for recreation and open space purposes. Such area may not include any areas designated for park office, service buildings, mobile home lots or other improvements, except for recreation and open space.

Open space shall be designed and arranged to achieve at least one of the following objectives, and the applicant shall demonstrate those specific measures employed to achieve the objectives:

- 304.2.10.1.           Protection of important natural resources (e.g., streams, ponds, wetlands, steep slopes, woodlands, unique geologic features, wildlife habitats, aquifer recharge areas, etc.).
- 304.2.10.2.           Protection of important historical and/or archaeological sites.
- 304.2.10.3.           Provision of usable play and recreation areas that are conveniently accessible to residents within the development.
- 304.2.10.4.           Integration of greenbelts throughout the development that link residences with on-site adjoining parks, schools, or other similar features.

**304.3. Mobile Home Unit Requirements:**

- 304.3.1. Mobile Home Stand - – Each mobile home shall be placed on a permanent foundation in accordance with the manufacturer's installation requirements, and to the following minimum requirements:
- 304.3.1.1. The foundation system shall consist of ten inch (10") diameter concrete piers, concrete footing perpendicular to the main longitudinal frame or equivalent and shall be installed from ground level to below the frost line (thirty-six inches [36"] minimum). This foundation system shall be placed on eight foot (8') centers along each of the two (2) main longitudinal frames for each section of the home, with no more than three feet (3') overhang at each end of the section.
- Concrete blocks shall be used to support the home on the foundation system, and wood shims may be used for final leveling. The concrete support blocks shall not be wider than the support foundation.
- Mobile homes shall not be placed more than four feet (4') above the supporting ground area.
- 304.3.1.2. A concrete pad may be used in place of concrete piers and footings. The concrete pad shall be constructed with a minimum six inch (6") thick poured concrete slab over a minimum six inch (6") stone base. Said pad shall be designed to uniformly support the mobile home in a level condition. Consideration shall be given to the effect of frost action, surface water drainage, vibration or other forces acting on the superstructure. Each mobile home stand shall be equipped with properly designed and approved water, sewer and electric connections.
- 304.3.2. Skirting - An enclosure of compatible design and material, commonly called skirting, shall be erected around the entire base of the mobile home prior to occupancy or other use. Such enclosure shall prevent harborage for rodents, creating a fire hazard or exposing unsightly conditions. Skirting shall provide sufficient ventilation to inhibit decay and deterioration of the structure.
- 304.3.3. Anchoring - Every mobile home and addition thereto shall be anchored to resist flotation, collapse, or lateral movement prior to occupancy and no more than seven (7) days from the arrival on site. Anchoring shall consist of over-the-top or frame ties to ground anchors in accordance with the American National Standards, as specified in the "Standard for the Installation of Mobile Homes Including Mobile Home Park Requirements (NFPA No. 501A-1974 [ANSI A119.3-1975]), as amended," or the standards specified by the manufacturer. All anchoring shall secure the unit for a wind velocity of at least ninety (90) miles per hour.
- 304.3.4. Hitch - The hitch or tow bar attached to a mobile home for transport purposes shall be removed and remain removed from the mobile home when it is placed on its mobile home stand.

- 304.3.5. Address - All mobile homes shall be assigned a numerical identification. Identification numbers shall be sequential from the main entrance, and signed on each lot in a location which is easily visible from the access drive.
- 304.3.6. Type of Dwelling - No recreation vehicle, travel or vacation trailer or other form of temporary living unit shall be placed upon any mobile home stand or used as a dwelling within the mobile home park.
- 304.4. Streets, Access Drives and Driveways** - Streets, access drives and driveways shall conform with the prevailing Township Subdivision and Land Development Ordinance. A minimum of two (2) entrance/exit points shall be provided for each mobile home park.
- 304.5. Recreational and Non-Licensed Vehicle Crossings** - Recreational and non-licensed vehicle crossings shall conform to the requirements of the prevailing Township Subdivision and Land Development Ordinance.
- 304.6. Parking Spaces** - Each mobile home shall be provided with a minimum of two (2) paved parking spaces, located on the mobile home space. If on-street parking is not provided, one additional off-street parking space per unit shall be provided in a common parking area. Such common parking area shall be located within three hundred feet (300') walking distance to those units served and comply to Section 311 of the Zoning Ordinance and Section 607 of the Subdivision and Land development Ordinance.
- 304.7. Sidewalks** - Sidewalks shall be provided according to Section 710 of the Township Subdivision and Land Development Ordinance.
- 304.8. Sanitary Sewage Disposal** - Sanitary sewer facilities shall conform to the requirements of the prevailing Township Subdivision and Land Development Ordinance.
- 304.9. Water Supply** - Water supply facilities shall conform to the requirements of the prevailing Township Subdivision and Land Development Ordinance.
- 304.10. Storm Water Management, Wetland and Floodplain Controls** - All mobile home parks shall conform to the floodplain standards specified in the prevailing Township Zoning Ordinance, and the storm water management, floodplain and wetland standards of the prevailing Township Subdivision and Land Development Ordinance.
- 304.11. Steep Slope Conservation** - All mobile home parks shall conform to the steep slope conservation standards of the prevailing Township Subdivision and Land Development Ordinance.
- 304.12. Refuse Disposal** - The storage, collection, and disposal of refuse in the mobile home park shall conform to the prevailing Township Subdivision and Land Development Ordinance.
- 304.13. Exterior Lighting** - Streets, access drives, driveways, and walkways shall be lighted in accordance with the prevailing Township Subdivision and Land Development Ordinance.

- 304.14.**        **Landscaping** - Landscaping shall be provided in accordance with the prevailing Township Subdivision and Land Development Ordinance.
- 304.15.**        **Service and Accessory Buildings:**
- 304.15.1.        **Construction** - All service and accessory buildings, including management offices, storage areas, laundry buildings, and indoor recreation areas shall conform to the requirements of any applicable building code, and such shall be maintained so as to prevent deterioration caused by decay, corrosion, termites, or other destructive elements. Attachments to mobile homes in the form of sheds and lean-tos are prohibited;
- 304.15.2.        **Mobile Home Park Office** - Every mobile home park shall have an office on-site for the mobile home park manager. Every mobile home park containing fifteen (15) or more mobile home spaces shall have a structure designed and clearly identified for such office.
- 304.15.3.        **Use** - Service and accessory buildings located in a mobile home park shall be used only by the occupants of the same and their guests.
- 304.16.**        **Fire Protection** - Portable, hand-operated fire extinguishers and smoke detectors shall be kept in each mobile home and other buildings. In general, fire extinguishers shall be suitable for oil/electrical fires, and fire extinguishers shall be placed in a fixed location near a door and not in direct proximity to cooking facilities.
- Mobile home parks shall be provided with fire hydrants or acceptable alternatives for fire suppression as approved by the appropriate fire company. Where fire hydrants are provided, they shall meet the specifications the prevailing Township Subdivision and Land Development Ordinance.
- 304.16.1.        All mobile home parks shall be operated so as to comply with all state and local laws, ordinance and regulations pertaining to fire prevention.
- The mobile home park manager shall consult annually with the appropriate fire company or authorities as to proper fire prevention practice, accessibility of streets, testing, when appropriate, of fire hydrant pressure, location and operation of equipment, community education programs, etc.
- 304.17.**        **Electrical Distribution** - Electrical distribution system shall be provided in accordance with the prevailing Township Subdivision and Land Development Ordinance.
- 304.18.**        **Maintenance** - The landowner and operator of a mobile home park shall be responsible for the proper repair and maintenance of all facilities including, but not limited to cartways, parking areas, sidewalks or pathways, improved and unimproved areas, water supply, sewage disposal, skirting, storage buildings, and community buildings.
- 304.19.**        **Easements** - Easements located within a mobile home park shall conform with the standards of the prevailing Township Subdivision and Land Development Ordinance.

- 304.20.**        **Survey Monument and Markers** - All mobile home park plans shall conform with the standards of the prevailing Township Subdivision and Land Development Ordinance.
- 304.21.**        **Liquefied Petroleum Gas Storage and Distribution** - Liquefied petroleum gas storage and distribution shall be in accordance with the prevailing Township Subdivision and Land Development Ordinance.

# Article 4

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## Responsibility of Permittee

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### Section 401 Availability

In every mobile home park, there shall be a permanent office building where the person in charge of said park shall be available. A copy of the Mobile Home Park License, this Ordinance, and the park register shall at all times be kept in said office.

### Section 402 Duties

It is hereby made the duty of the permittee to:

- 402.1. Keep a register of all occupants, which shall be open at all times to inspection by the Township. Such register shall include:
  - 402.1.1. Name and prior address of owner and occupants (forwarding address for past occupants).
  - 402.1.2. Dates of entrance and departure.
  - 402.1.3. A map depicting the location of each mobile home and the lot/street identification number of each mobile home.
  - 402.1.4. The State motor vehicle license number of the vehicle and trailer used to transport the mobile home.
- 402.2. Maintain the park in a clean, orderly and sanitary condition at all times.
- 402.3. Comply with the provisions of this Ordinance and report promptly to the proper authorities any violations of this Ordinance.
- 402.4. Prohibit the burning of trash or rubbish on the premises.
- 402.5. Prohibit the use of any mobile home by a greater number of occupants than that which is suggested by the manufacturer and conforms to the Building Code.

# Article 5

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## Permit Procedures and Requirements

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### Section 501 General

In accordance with Section 103 of this Ordinance, a mobile home park, as defined in Section 203 of this Ordinance, shall not be located, operated or maintained until a Mobile Home Park License has been issued. The placement of mobile homes on individual lots and other types of buildings shall not be permitted until a building permit is properly issued.

### Section 502 Mobile Home Park License

The following procedure shall apply to all new and expansions of existing mobile home parks.

- 502.1. Design Plan Approval** - Any person desiring to establish a new mobile home park or expand an existing mobile home park shall secure approval under the prevailing Township Subdivision and Land Development Ordinance prior to applying for a Mobile Home Park License.
- 502.2. Application Requirements** - All requests for a Mobile Home Park License shall be submitted to the Township Zoning Officer at the Township Municipal Office. The application shall include the following:
- 502.2.1. An application for a Mobile Home Park License. (Available at the Township Municipal Office.)
  - 502.2.2. Identification of the Dauphin County Recorder of Deeds reference numbers or the approved land development plan, and
  - 502.2.3. A filing fee as set by resolutions of the Township Board of Supervisors.
- 502.3. Review Procedures** - The Township Zoning Officer shall review the application for compliance with this Ordinance and other applicable ordinances of the Township. The Township Zoning Officer may solicit the assistance of the Township Engineer, Solicitor, and other municipal officials in order to determine approval, conditional approval or disapproval of the application.
- 502.3.1. The Township Zoning Officer shall, within thirty (30) days from the Township receipt of an application, issue a license or disapprove the application and transmit the decision in writing to the applicant.
  - 502.3.2. A notice of disapproval shall cite the reasons for disapproval.

- 502.3.3. The Mobile Home Park License shall be valid for a period of one (1) year from April 5 of each year. A new Mobile Home Park License must be obtained prior to the termination of the current license.
- 502.3.4. It shall be unlawful for any person to operate a mobile home park without a valid license, issued annually by the Township in the name(s) of the landowner and manager.
- 502.3.5. Shares of stock, or otherwise, shall be reported in writing to the Township within five (5) business days after a change in land ownership. Such notice shall include the name and current mailing address of the preceding and succeeding ownership.

## **Section 503 Present Operators of Mobile Home Parks**

Any person owning and/or operating a mobile home park prior to the effective date of this Ordinance shall within ninety (90) days from the effective date hereof make application for and secure, within one (1) year, a license to operate said mobile home park.

Full compliance with Sections 304.3.2., 304.3.3., 304.3.4., 304.3.5., 304.12., 304.15.2., 304.16.1., and Article 4 shall be achieved in order to warrant issuance of a Mobile Home Park License. Where the Township finds that compliance with provisions of this Ordinance would result in undue hardship, an exception may be granted by the Board of Supervisors. Factors to be considered in determining the length of time and the given period in which to correct any deviation in and from standards shall include but not be limited to the economic feasibility of improvement, nature, significance, and extent of the deviation, depreciation of materials, improvements, the existing layout, and other similar factors. Gradual improvements to a higher degree of conformity shall be permissive provided that there shall be complete conformity at the end of a period prescribed by the Township.

# Article 6

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## Administration

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### Section 601 Appeals and Waivers

Any person affected by any notice or decision which has been issued in connection with the enforcement of any provision of this Ordinance may request and shall be granted a hearing on the manner before the East Hanover Township Board of Supervisors.

Such person shall file with the Secretary of the Board of Supervisors, a written petition requesting a hearing and setting forth a brief statement of the grounds for appeal or waiver. In the case of an appeal from a decision, said appeal shall be filed within ten (10) days of the date of service.

The filing of request for a hearing shall operate as a stay of the notice and suspension, of further action except in a case where immediate action is necessary to protect the public health.

Upon receipt of a petition, the Board of Supervisors shall set a time and place for a hearing and shall give the petitioner written notice thereof.

After such hearing the Board of Supervisors shall make findings as to compliance with the provisions of this Ordinance and shall issue an order in writing.

### Section 602 Inspection of Property

The Township is hereby authorized and directs the Township Zoning Officer to make such inspections of the mobile home park as are necessary to determine satisfactory compliance with this Ordinance.

The Township shall have the power to enter, at reasonable times, upon any property and structure for the purpose of inspecting and investigating conditions relating to the enforcement of this Ordinance. The landowner or occupant shall give free access at a mutually acceptable time within ten (10) days of receipt of notice to inspect.

The Township shall have the power to inspect the register containing a record of all residents of the mobile home park. It shall be the duty of every resident of the mobile home park to give the management thereof or his designated agency access to any part of such property at reasonable times for the purpose of making repairs or alternations as are necessary to effect compliance with this Ordinance.

## **Section 603 Notice of Violation**

Whenever the Township determines that there are reasonable grounds to believe that there has been a violation of any provisions of this Ordinance, the Township shall give notice of such alleged violation to the person to whom the permit or license was issued. Such notice shall (a) be in writing; (b) include a statement of the reasons for its issuance; (c) allow a reasonable time for the performance of any act it requires; (d) contain an outline of remedial action which, if taken, will effect compliance with the provisions of the Ordinance; and (e) be served upon the permittee or licensee, either in person or by registered mail to the last known address.

## **Section 604 Penalties**

Any person who shall violate any of the provisions of this Ordinance, or who shall fail to comply with any written notice from East Hanover Township which describes a condition of non-compliance, shall, upon being found liable therefore in a civil enforcement proceeding commenced by the Township, be subject to a fine payable to East Hanover Township of not more than one thousand (\$1,000) dollars for each violation, plus all court costs, including reasonable attorney fees incurred by the Township. In default of payment of the fine, such person shall be liable to imprisonment for not more than thirty (30) days. A new and separate violation shall be deemed to be committed for each day after receipt of the aforesaid notice that such violation exists.

In addition, the Township may institute injunctive, or any other appropriate action or proceeding of law or in equity for the enforcement of this Ordinance. Any court of competent jurisdiction shall have the right to issue restraining orders, temporary or permanent injunctions, writs, or other appropriate forms of remedy or relief.

## **Section 605 Severability**

The provisions of this Ordinance are severable, and in the event that any provisions hereof should be declared invalid or unconstitutional, it is hereby declared to be the intent of the Board of Supervisors that the remaining portion thereof would have been enacted notwithstanding such judicial determination of the invalidity of any particular provision or provisions in any respect.

## **Section 606 Erroneous Approvals**

An approval issued in violation of the provisions of the Ordinance is void without the necessity of any proceedings for revocation. Any work undertaken pursuant to such an approval is unlawful. No action may be taken by a board, agency or employee of the Township purporting to validate such a violation.

## **Section 607 Recordkeeping**

The Township shall keep an accurate, public record of its findings, decisions, and recommendations relevant to all applications filed with it for review or approval.

### Section 608 Conflict

Whenever there is a difference between the standards specified herein and those included in other applicable regulations, the more stringent requirement shall apply.

### Section 609 Repeal

Ordinance No. 1970-1 of East Hanover Township, enacted February 17, 1970, is hereby repealed in total; provided, however, that this repeal shall in no manner be construed as a waiver, release or relinquishment of the right to initiate, pursue, or prosecute, as the case may be, any proceeding at law or in equity pertaining to any act done which would have constituted a violation of Ordinance No. 1970-1. All provisions of Ordinance No. 1970-1 shall remain in full force and effect, and are not repealed hereby, as they pertain to such acts and to the processing of such plans filed prior to the effective date of this Ordinance.

### Section 610 Adoption and Effective Date

This Mobile Home and Mobile Home Park Ordinance shall become effective five (5) days after its enactment by the Board of Supervisors of East Hanover Township, County of Dauphin, Commonwealth of Pennsylvania.

This Ordinance, ordained and enacted this 1<sup>st</sup> day of April, 2003.

#### EAST HANOVER TOWNSHIP BOARD OF SUPERVISORS

By: Sally Zaino  
Sally Zaino, Chairman

George M. Rish  
George Rish, Vice-Chairman

Rod Nissley  
Rod Nissley, Past Chairman

Rebecca M. Oller  
Rebecca M. Oller

Michael B. Yingling  
Michael Yingling

ATTESTED:

\_\_\_\_\_  
(SEAL) Secretary