

**ALAMANCE COUNTY BOARD OF HEALTH**

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**RULES GOVERNING**  
**THE SANITARY DESIGN, CONSTRUCTION, ALTERATION, MAINTENANCE,**  
**OPERATION AND USE**  
**OF**  
**MANUFACTURED HOME PARKS/TRAVEL TRAILER PARKS**  
**IN**  
**ALAMANCE COUNTY**

**BE IT EXACTED BY THE ALAMANCE COUNTY BOARD OF HEALTH**

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That the following rules for the protection of the public health are hereby adopted pursuant to authority granted by Article 2 Chapter 130A-39 of the General Statutes of North Carolina, and shall apply throughout Alamance County to the design, construction, alteration, maintenance, operations and use of manufactured home parks and travel trailer parks.

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## SECTION I DEFINITIONS

The following definitions shall apply in the interpretation and enforcement of these rules:

- A. Existing Manufactured Home Park - A manufactured home park for which plans have been submitted to and approved by the Health Director on or before the date of adoption of these rules.
- B. Health Director - The Alamance County Health Director or his authorized agent.
- C. Manufactured Home - A structure, transportable in one or more sections, which, in the traveling mode is eight feet or more in width and is 40 feet or more in length, or when erected on site, is 320 or more square feet, and is built on a permanent chassis, designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems contained therein. A mobile home is a manufactured home.
- D. Manufactured Home Park - Any lot or tract of land recorded as a lot or tract at the Alamance County Register of Deeds and maintained, offered, or used for the parking of three (3) or more manufactured homes that are used or intended to be used for living or sleeping purposes regardless of whether or not a charge is made for such accommodations. Adjacent lots or tracts under common ownership, which have no more than one mobile home per lot or tract are not considered a manufactured home park.
- E. Manufactured Home Space - That portion of land in a manufactured home park allotted to or designed for the accommodation of one manufactured home.
- F. Motor Home - A self-contained unit built on a truck chassis, which permits access from its living accommodations to the driving area while the vehicle is in motion.
- G. Operator - A person who owns or is responsible for the operation of a manufactured home park or travel trailer park.

- H. Operating Permit - The permit issued by the Health Director indicating compliance with these Board of Health rules only, not to be confused with any other permit which may be required and issued by other agencies having jurisdiction.
- I. Person - Any individual, firm, corporation, association or partnership.
- J. Travel Trailer - A self-contained unit built on a special chassis in which the living accommodations are completely separated from the pulling and driving unit. The term "self-contained" shall mean a trailer which can operate independently of connections to sewer, water and electrical systems. It may contain a water-flushed toilet, lavatory, shower and kitchen sink, all of which are connected to water storage and sewage holding tanks located within the trailer.
- K. Travel Trailer Space - That portion of land in a travel trailer park allotted to or designated for the use of one travel trailer.
- L. Travel Trailer Park - Any lot or tract of land maintained, offered or used for parking and servicing travel trailers, or for which three or more spaces are occupied or intended for occupancy for temporary dwelling purposes.
- M. Water Distribution System - The means through which water is supplied to manufactured homes and travel trailers and shall include any sources of water, wells, storage tanks, mains and laterals, service taps to each space, blow-off valves and meters.

## SECTION II APPROVAL OF PLANS

- A. No person shall construct, operate, alter or extend a manufactured home park or travel trailer park unless the plans and specifications for such park have been submitted to and approved by the Health Director. All plans must be drawn by a land surveyor or engineer, licensed to practice in North Carolina. Submission and approval of plans shall not be

required for those spaces in manufactured home parks and travel trailer parks in existence prior to the date of adoption of these rules. Application for approval of all plans and specifications required in the above shall be made to the Health Director and shall be accompanied by duplicate sets of plans and specifications fully describing the proposed manufactured home park or travel trailer park. The Health Director shall approve the plans and specifications only when they are in conformity with these rules. The plans and specifications shall become a part of the records of the Health Director.

B. The plans and specifications shall be accompanied by a written legal description of the property, include references to major streets and tax map number, be drawn at a scale of one inch equals 100 feet (1" = 100'), and designate the extent of the area to be used for the manufactured home park or travel trailer park purposes. In addition, the plans shall clearly show:

1. The name of the park, the name and address of the owner of the property, and the name, address, and signature of the developer.
2. Date, scale, and north arrow.
3. Boundaries of the tract shown, distances of boundaries, and the area stated in acres.
4. Small-scale vicinity map indicating the location of the park in relation to public highways or streets for a distance of at least one-half mile surrounding the subject tract.
5. Location of streams, rivers, ponds and other bodies of water.
6. Flood hazard areas.
7. The number, size and locations of all manufactured home and/or travel trailer spaces.
8. The source of water supply and distribution system and the location of any and all existing wells or springs.

9. The size and location of existing septic tank systems or the sewage treatment and disposal system for manufactured parks or travel trailer parks using the disposal facilities of a municipality or sanitary district.
  10. The location and specifications of water taps, water lines, sewage disposal connections and other facilities on each manufactured home space or travel trailer space.
  11. The location of all buildings, proposed or existing, in the area to be used as a manufactured home park or travel trailer park, and the number and kind of sanitary facilities, if any, to be housed therein.
  12. The location of all roads and driveways serving the manufactured home park or travel trailer park.
  13. The location of existing and/or proposed underground water, sanitary sewer, storm sewer, gas, underground storage tanks, electric and telephone lines.
  14. Written approval from the city or town if the manufactured home park or travel trailer park is to be located within its territorial jurisdiction.
  15. Certification in writing by the Engineer to the appropriate Federal, State, and local agencies that the water distribution system and sewage disposal system has been installed according to the applicable approved plans.
  16. Methods of garbage disposal.
- C. Evidence of all other required permits and plan approvals must be obtained prior to approval of plans for the manufactured home park or travel trailer park.
- D. No permit for the manufactured home park or travel trailer park will be issued unless and until all other requirements by the Health Department have been met.

- E. The Health Director shall inspect the plans and premises of the manufactured home park or travel trailer park for which application for approval has been received and, if the plans and specifications meet the requirements of these rules and do not constitute a danger to the public health, he or she shall issue written approval of the plans to the applicant.
- F. Appeals shall be conducted in accordance with North Carolina General Statute 130A-24.

### SECTION III OPERATING PERMITS

- A. No person shall operate or maintain a manufactured home park or travel trailer park in Alamance County unless he holds a valid operating permit issued by the Alamance County Health Director.
- B. Operating permits shall not be transferable. Change of ownership of the manufactured home park or travel trailer park shall require re-inspection of the park before issuance of a valid operating permit.
- C. The Health Director shall make such inspections of the premises of the proposed manufactured home park or travel trailer park as are required to determine that all construction is in conformity with these rules. When the manufactured home park or travel trailer park or a substantial section thereof has been completed, the Health Director shall issue to the operator an operating permit for such portion of the park as has been completed and complies with these rules.
- D. Whenever upon inspection of any manufactured home park or travel trailer park, the Health Director finds that conditions or practices exist which are in violation of these rules, the Health Director shall give written notice of the violations to the operator that if such conditions or practices are not corrected within thirty (30) days of the date of the notice, the operating permit may be revoked. If the conditions or practices continue to be in violation

of these rules for another thirty (30) days, the Health Director shall revoke the operating permit and notify the operator in writing of the revocation. No operating permit which has been revoked by the Health Director shall be reinstated until the Health Director finds upon re-inspection that all provisions of these rules have been complied with. When the operator receives written notification that his operating permit has been revoked, he shall notify in writing all occupants of the manufactured home park or travel trailer park within twenty-four (24) hours of this action.

- E. The operator shall provide to the Health Director a notarized statement that all tenants in the manufactured home park have been provided with written notice. This notarized statement shall be delivered to the Health Director within 24 hours of the Health Director's notification to the manufactured home park operator.
- F. If an operator fails to provide written notice to every tenant within 24 hours of the Health Director's notification or fails to provide a notarized statement thereof, the Health Director shall deliver written notice to every tenant within 72 hours either by hand or by mail, at the expense of the manufactured home park operator.
- G. Any operator whose operating permit has been revoked shall cease operation of the manufactured home park or travel trailer park, within 30 days of such revocation. No person shall occupy for sleeping or living purposes any manufactured home or travel trailer located in a park unless that park has a valid operating permit.
- H. All operating permits shall clearly specify whether they apply to the entire area of the manufactured home park or travel trailer park or a developed portion of it and, if the latter, such portion shall be clearly designated.
- I. Each manufactured home park or travel trailer park shall display and maintain a permanent sign with the name and address number of the park, no further than ten feet (10') from each


entrance to the park. The sign shall be clearly visible with lettering at least four inches (4") high. If the sign is posted perpendicular to the main road, the name and address number shall be visible from both directions.

- J. At the discretion of individual manufactured home park owners, motor homes may occupy manufactured home spaces.
- K. Each manufactured home space or travel trailer space in a manufactured home park or travel trailer park shall be consecutively numbered. A sign shall be placed no less than ten feet (10') from the driveway of the space and shall be clearly visible from the arterial road with numbering at least four inches (4") high. If the sign is posted perpendicular to the arterial road, the number shall be visible from both directions.

#### **SECTION IV INSPECTIONS, RECORDS AND FEES**

The Health Director shall make such inspections, surveys and studies of manufactured home parks or travel trailer parks as may be necessary to determine that these rules are being complied with and to insure the maintenance of applicable standards.

#### **SECTION V MINIMUM STANDARDS OF DESIGN, CONSTRUCTION, AND LAYOUT**

- A. Every manufactured home park or travel trailer park shall be located on a well-drained site and shall be landscaped to prevent the accumulation or ponding of water on the premises. No manufactured home park or travel trailer park shall be located in a 100-year flood plain.
-  B. All new manufactured home parks or additions to existing manufactured home parks shall have manufactured home spaces of not less than 6,000 square feet when connected to municipal or community water and sewer facilities. The minimum size for manufactured

home spaces using septic tank systems shall be 12,000 square feet. The minimum travel trailer space shall be 1,500 square feet.

- C. All driveways and roads shall be maintained in a serviceable condition to a continuous width of twenty-five (25) feet, exclusive of parking spaces.
- D. In all cases, the corners of every manufactured home space and travel trailer space in new manufactured home parks and travel trailer parks shall be plainly marked by corner markers.

#### SECTION VI WATER SUPPLY

- A. An adequate supply of potable running water for domestic purposes from a source approved by the Health Director or the Department of Environment, Health and Natural Resources shall be provided to meet the requirements of every manufactured home park. The water supply for each individual manufactured home shall be obtained only from faucets located either on each individual manufactured home space or inside each individual manufactured home. Every water supply system serving a manufactured home park or travel trailer park shall meet applicable construction and monitoring requirements of the Health Department and other local and state agencies having jurisdiction.
- B.
  - 1. Whenever the Health Director receives results of water analysis that indicate a non-public water supply serving a manufactured home park is positive for total coliform bacteria only, the water supply shall be resampled as soon as possible by the Health Director. If the second sample results are also positive then the procedure in VI (C) shall be followed.
  - 2. Whenever the Health Director receives results of water analysis that indicate a non-public water supply serving a manufactured home park is positive for fecal coliform

or when results for other contaminants which are determined to be an unreasonable risk to health are received, the procedure in VI (C) shall be followed.

- C. 1. The operator shall provide a copy of a notice to every tenant in the manufactured home park that use of the water supply presents an unreasonable risk to health. Such notice shall be delivered within 24 hours of oral or written notification from the Health Director that the water supply has been determined to present an unreasonable risk to health.
2. The operator shall provide to the Health Director a notarized statement that all tenants in the manufactured home park have been provided with written notice. This notarized statement shall be delivered to the Health Director within 24 hours of the Health Director's notification to the manufactured home park operator. The notarized statement shall not be required if the Health Director is present when the tenants receive written notice.
3. If an operator fails to provide written notice to every tenant within 24 hours of the Health Director's notification or fails to provide a notarized statement thereof, the Health Director shall deliver written notice to every tenant within 72 hours either by hand or by mail, at the expense of the manufactured home park operator.
4. The manufactured home park operator shall provide the aforesaid written notice to all potential tenants prior to entering into a lease agreement.
5. The notice and notification shall remain in effect until laboratory analysis indicates no further unreasonable risk to health and the Health Director so notifies the operator.
- D. Failure to provide a continuous supply of water through an approved distribution system because of disconnection associated with non-payment of utility bills is a violation of this section.

### **SECTION VII SEWAGE DISPOSAL**

Every manufactured home park or travel trailer park shall be provided with an adequate sewage disposal system, approved in accordance with North Carolina General Statute 130A, Article 11.

### **SECTION VIII GARBAGE DISPOSAL AND GENERAL MAINTENANCE**

All garbage and refuse in every manufactured home park or travel trailer park shall be stored in suitable water-tight and fly-tight standard garbage receptacles, and kept covered with tight fitting covers. At least one such receptacle shall be provided and conveniently located for every manufactured home space or travel trailer space, except where a dumpster or dumpsters are conveniently located and used in the same manner as separate receptacles. It shall be the duty of the manufactured home park or travel trailer park operator to see that all garbage and refuse is disposed of regularly and in a manner approved by the Health Director. It shall also be the duty of the manufactured home park or travel trailer park operator to see that no materials, which attract insects or rodents, or which afford harborage for insects or rodents is stored or allowed to remain on the premises.

### **SECTION IX MANUFACTURED HOMES CONNECTED WITH A FAIR**

Manufactured homes serving itinerant workers connected with a fair may be parked on the fairgrounds for the duration of the fair, but not to exceed 20 days, providing they are connected to an approved sewage disposal system.

## **SECTION X VIOLATIONS**

If any person shall violate these rules as adopted by the Alamance County Board of Health, he or she shall be guilty of a misdemeanor and punishable by a fine and/or imprisonment as provided by North Carolina General Statute 14-3.

## **SECTION XI PRIOR ORDINANCES, RULES AND REGULATIONS REPEALED**

All ordinances, rules and regulations heretofore adopted by the Alamance County Board of Health governing manufactured homes and manufactured home parks, trailers and travel trailer parks, which are in conflict with the provisions of these rules are hereby repealed.

## **SECTION XII PARTIAL INVALIDITY**

If any provision or clause of these rules affecting manufactured home parks or travel trailer parks in Alamance County shall be declared invalid, such declaration shall not invalidate any other provision or clause of the rules.

## **SECTION XIII CONFLICT WITH OTHER ORDINANCES OR REGULATIONS**

When other applicable rules, regulations, ordinances or statutes impose more restrictive standards regulations than those contained in these rules, the more restrictive rules, regulations, ordinances or statutes shall govern.

**SECTION XIV EFFECTIVE DATE**

These rules shall be in full force and effect on and after April 7, 1992. Adopted by the Alamance County Board of Health at a meeting in Burlington, NC on April 7, 1992.

(signed) William D. Rippy, MD  
Chairman, Alamance County Board of He