

TITLE 6

**BUILDING REGULATIONS**

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**CHAPTER 1**

**MOBILE HOME PARK BUILDING REGULATIONS**

**SECTION:**

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**6--1--1: GENERAL PROVISIONS:**

- A: Title: These regulations shall hereafter be known, cited and referred to as the Mobile Home Park Regulations of the City of Echo.
- B. Purposes: The purpose of this Chapter is to provide for the public health, safety and General welfare of the people of the City by establishing uniform procedures and standards for mobile home parks within the City. These regulations are necessary to:
  - 1. Guide the future development of the City in accordance with the Comprehensive Plan;
  - 2. Insure that facilities, including but not limited to sanitation systems, water supply systems, streets and fire protection, are adequate to serve a mobile home park; and
  - 3. Protect and conserve land throughout the City by providing for its most beneficial use and enhancement of the quality of the environment.
- C. Jurisdiction:
  - 1. These regulations shall apply to all mobile home parks located within the corporate limits of the Municipality.
  - 2. The City shall review and comment on plans for mobile home parks to be developed beyond the corporate limits of the City and within the urban growth boundary.

D. Amendments: An amendment to this Chapter may be initiated by the City Council, an affected governmental unit or by application of a property owner or resident in the City or urban growth area. (Ord. 229-78, 10-18-78)

E. Schedule of Fees:

1. Any application or submission required by this Chapter shall be accompanied by a filing fee based on the fee schedule adopted by the City Council from time to time. (Ord. 229-78, 10-18-78; 1986 Code)

2. No application required by this Chapter shall be accepted unless accompanied by all applicable fees.

F. Severability: Where any word, phrase, clause, sentence, paragraph or section, or other part of these regulations is held invalid by a court of competent jurisdiction, this judgment shall affect only that part held invalid, and shall not impair the validity of the remainder of these regulations. (Ord. 229-78, 10-18-78)

G. Violation and Penalties: In addition to penalties provided by State law, any person violating or failing to comply with a provision of this Chapter shall, upon conviction there-of, be punished by a fine of not more than two hundred fifty dollars (\$250.00). In addition, the City shall not give zoning approval of any application for a building permit to be issued by the State of Oregon as to any piece of property owned by a person in violation of the provisions of this Chapter. (Ord. 229-78, 10-18-78; 1986 Code)

**6--1--2: DEFINITIONS:** The words and phrases used in this Chapter shall have the meanings given in the City Zoning and Subdivision Ordinances.

**6--1--3: MOBILE HOME PARK LICENSE:**

A. It shall be unlawful for any person to operate a mobile home park within the City unless such person holds a valid license issued by the City.

B. Every person holding a license shall give notice in writing to the City within twenty four (24) hours after having sold, transferred or otherwise disposed of any interest in or control of a mobile home park. Such notice shall include the name and address of such person's successor in interest or control.

C. Applications for licenses shall be in writing. Such applications shall contain the name and address of the applicant and the location and legal description of the property, showing stands, individual mobile home spaces, buildings, roads and other service facilities. The license shall be granted upon inspection of the mobile

home park if it is in compliance with the design requirements of this Chapter.

- D. If a pre-existing mobile home park is found not to be in compliance with the design requirements of this Chapter, the applicant shall either make necessary alterations or seek a waiver of required improvements.
- E. After the license has been issued, the City may conduct periodic inspections. If any violations of the conditions of this Chapter are found, the City Recorder shall give notice to the person to whom the license was issued. Unless the specified violations are made to conform to this Chapter within thirty (30) days the license shall be suspended and operation of the park shall cease.
- F. Upon withdrawal of a license, the licensee shall have thirty (30) days to request a hearing before the City Council. The filing of the request shall operate as a stay of suspension. A hearing shall be set within thirty (30) days. If the City Council finds that the licensee is in compliance, the notice of violation shall be modified or with-drawn. If the City Council finds that he licensee has failed to comply with this Chapter, the license shall be revoked.

**6--1--4: PROCEDURE FOR PLAN APPROVAL:**

- A. Discussion of Requirements: Before preparing the sketch plan as required in subsection B below, the applicant shall discuss the City Engineer the procedure for approval of a mobile home park plan and the improvement requirements provided for in this Chapter.
- B. Sketch Plan: Prior to development of a mobile home park, the owner of land or his representative shall file an application for approval of a sketch plan.
  - 1. The application shall:
    - a. Be made on forms available from the City.
    - b. Include all land, which the applicant proposes to develop, and if the mobile home park pertains to only a part of the tract owned or controlled by the developer, then the applicant shall also include a sketch of a tentative layout for streets in the remaining portion. It shall also be accompanied by an affidavit of ownership, which shall include the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present owner as recorder in the County Clerk's office. The affidavit shall list the legal owner of the property, the contract owner of the property, the date contract of sale was executed and, if any corporations are involved, a complete list of all directors, officers and stockholders of each corporations owning more than

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five percent (5%) of any class of stock.

c. Be accompanied by a minimum of five (5) copies of the sketch plan and submitted to the City Recorder at least fifteen (15) days prior to a regular City Council meeting.

d. Be accompanied by the appropriate fee, based on the fee schedule adopted by the City Council.

e. The applications shall include an address and telephone number of an agent located within Umatilla County who shall be authorized to receive all notices required by this Chapter.

2. Review by City Engineer: The City Recorder shall refer the application to the City Engineer, who shall determine if conditions for approval of the sketch plan are required.

3. Review by City Council: After receipt of the application and report by the City Engineer the City Council shall review the application, sketch plan and the recommendations of the City Engineer at its next regular meeting.

4. Action on Application: The City Council shall approve, conditionally approve, or deny the application and state the reasons therefore within fourteen (14) days after its review is completed. This approval authorizes the applicant to submit a final plan.

5. Notice to Governmental Units: All affected governmental units shall be notified of the approval of the sketch plan and shall be given a reasonable period of time to review the sketch plan and to suggest revisions in the public interest prior to the public hearing on the final plan.

6. Effective Period of Approval:

a. The approval of a sketch plan for a mobile home park shall be effective for one year.

6 Any plan not receiving final approval within one year shall be null and void, and the developer must submit a new sketch plan for approval, subject to all current land regulations.

C. Final Mobile Home Park Plan:

1. Application Procedure and Requirements: Within one year of the approval of

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the sketch plan, the applicant, in order to receive final approval of the mobile home park, shall file an application which shall;

- a. Be made on forms supplied by the City, together with the appropriate fee based on the fee schedule adopted by the City Council.
  - b. Be accompanied by a minimum of ten (10) copies of the final mobile home park plan.
  - c. Comply in all respects with the sketch plan, as approved.
  - d. Be presented to the City Recorder at least twenty (20) days prior to the regular meeting of the City Council at which consideration is desired.
2. Review by City Engineer: Upon receipt of the application for final plan approval, the City Recorder shall furnish one copy of the application to the City Engineer. The City Engineer shall review the final plan and prepare his report to present to the City Council at its next regular meeting.
3. City Council Review: The City Council shall hold a public hearing to review the final plan and the City Engineer's report.
4. Notice:
- a. Procedure: The City Recorder shall give notice of the public hearing in the following manner:

(1). Newspaper: Notice shall be published in at least tow (2) issues of a newspaper of general circulation within the City, the first at least ten (10) days in advance of the public hearing, and the second at least one day in advance of the public hearing.

(2) Mail: At least ten (10) days prior to the public hearing, notice of the hearing shall be sent by first class mail to:

- 7 The applicant and all record owners and contract purchasers of real property within two hundred fifty feet (250') of the property which is the subject of the proposed action, and,

All affected governmental units which have an interest in the proposed mobile home park.

(3) Posting: At least ten (10) days prior to the public hearing, a notice of such public hearing shall be posted on the closest public streets in visible locations surrounding the proposed mobile home park.

a. content: The public notices shall contain the following:

- (1) Date, time and place of public hearing.
- 6 General description of the action proposed on the application.
- (3) Address, including lot and block number, if any, of the property.

(4) Notice by mail and posting shall also include an eight and one-half inch by eleven inch (8-1/2" x 11") diagram of the property, to be provided by the applicant, indicating its location relative to adjacent property owners within two hundred fifty feet (250') and at least two (2) clearly marked public streets.

(5) Public Hearing:

a. The City Council shall hold a public hearing on the final plan within thirty (30) days following submission of the final plan.

b. The public hearing shall be conducted in accordance with the requirements governing the conduct of quasi-judicial hearings on land use matters pursuant to Oregon Revised Statutes, sections 215.412 and 227.170.

c. If necessary, the City Council may resolve to continue public hearing giving the date, time and place the hearing will be continued.

(6) Action on Final Plan:

a. Within fifteen (15) days following the close of the public hearing, the City Council shall give written notice to the applicant of approval, disapproval or conditional approval of the final plan. Approval shall be indicated by the signature of the Mayor and City Recorder on the plan.

6 One copy of the final plan shall be returned to the

developer with the date of approval, conditional approval or disapproval and the findings and conclusions upon which the City Council's decision was based accompanying the plan.

**6-1-5: IMPROVEMENTS, PRESERVATION AND DESIGN:**

- A. State Requirements: All improvements included in Oregon Revised Statutes, chapter 446 and section 814.28 are hereby incorporated by reference into this Chapter and shall be required.
- B. Character of the Land: Land which is subject to flooding, poor drainage, steep slopes, rock formations, adverse earth formations or topography, utility easements or other features which will reasonably be harmful to the safety, health and general welfare of the future habitants of the mobile home park shall not be developed. Existing features which would add value to the development or to the City as a whole, such as trees, water courses, historic and archaeological sites and similar irreplaceable assets, shall be preserved in the design.
- C. General: Applicable standards of the City Subdivision Ordinance, shall be followed by the developer.
- D. Phasing: If the mobile home park is to be built in phases, each phase shall be built in accordance with these regulations, and improvements required as each phase is constructed shall be determined based upon the total number of mobile home spaces which will exist after completion of all phases.
- E. Required Improvements: The following improvements shall be required subject to applicable standards as approved by the City Council upon recommendation of the City Engineer:
  1. Interior streets.
  2. Water lines and fire hydrants.
  3. Sewer lines.
  4. Underground utilities.
  5. Provision for adequate drainage.
  6. Six foot (6') sight-obscuring perimeter fence or landscaping.

F. **Optional Improvements:** The following improvements may be required subject to applicable standards as approved by the City Council upon recommendation of the City Engineer:

1. Curbs or sidewalks or both.
2. Street lights.
3. Guest or recreation vehicle parking or both.
4. Fenced play area(s) or park(s) or both
5. Recreational facilities.
6. Ground cover or trees or both
7. Laundry facilities.
8. Preparing mobile home pads so that the floor of a mobile home is a maximum of eighteen inches (18") above ground level after installation.
9. Other suitable improvements as determined by the City Council.

G. **Connection with Public Water and Sewage Systems:** Mobile home park water and sewer lines shall be connect to City water and sewer systems. The developer may be required to pay for or perform the work or both to extend or increase the cap-acity of lines of city water or sewer lines or both to the site

H. **Deferral of Waiver of Required Improvements:** The City Council giving its reasons therefore may defer or waive the provision of one or more improvements as, in this judgment, are not requisite in the interest of the public health, safety and general welfare, or which are inappropriate.

**6-1-6: SITING AND INSTALLATION:**

- A. **Mobile Home Spaces:** Each space for a mobile home shall contain not less than one thousand six hundred (1,600) square feet exclusive of space provided for the common use of tenants, such as roadways, general use structures, guest parking, walkways and area for recreation and landscaping purposes. See subsections B and C2 below for related requirements.
- B. **Setback Requirements:** No mobile home in the park shall be located closer than fifteen feet (15') from another mobile home or from a general building in the park.

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No mobile home accessory shall be closer than ten feet (10) from a mobile home accessory space. No mobile home or other building or structure shall be within twenty-five feet (25') of a public street property boundary or ten feet (10') of another property boundary.

**C. Installation Requirements:**

1. Insigne of Compliance: The mobile home shall have the Oregon "Insigne of Compliance" as provided for by ORS 446.170. However, upon submission of evidence indicating substantial compliance with the standards required for an "Insigne of Compliance," the City may waive the "Insigne of Compliance" requirement for units manufactured prior to September, 1969.
2. A mobile home shall occupy not more than forty percent (40%) of the contiguous space provided for the exclusive use of the occupants of the mobile home and exclusive of space provided for the common use of tenants, such as roadways, general use structures, parking spaces, walkways and areas for recreation and landscaping.
3. Installation and Tie-Down Requirements: The mobile home shall be installed, tied down and anchored in accordance with rules established by the Oregon Department of Commerce, or in accordance with the instructions of the manufacturer which have been approved by the Department of Commerce. Such requirements shall be met within fifteen (15) days after the mobile home has been placed on the space.
4. Footings or Foundation Requirements: The mobile home shall be installed in accordance with one of the following methods:
  - a. The mobile home shall be placed upon pieces and footings in accordance with State approved instructions provided by the manufacturer.
  - b. The mobile home shall be placed on a cement or concrete block foundation, in accordance with Department of Commerce Regulations and accepted engineering standards.
5. Tongue Removal: The tongue of the mobile home shall be removed.
- 6 Skirting, Gutters and Downspouts: Unless the foundation is continuous, the unit shall have a continuous skirting of non decaying, non-corroding material extending at least six inches (6") into the ground or extending to an impervious surface. The skirting or continuous foundation shall have

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openings, which shall be secured against entry of animals under the mobile home. The mobile home shall be provided with gutters and downspouts to direct water into storm drains, if storm drains are available.

7. Attached Extensions: No extensions or outbuildings shall be physically attached to the mobile home; however, a covered or uncovered carport or patio, or a storage unit for incidental yard and household items may be erected adjacent to the exterior walls of them mobile home. Exception: factory installed tip-outs that are designed to blend in with the rest of the mobile home are allowed.
- D. Waiver of Installation Requirements: The City Council giving its reasons therefore, may reduce or waive one or more installation requirements that, in its judgment, are not requisite in the interests of the public health, safety and general welfare, or which are inappropriate. (Ord. 229-78, 10-18-78)

## Chapter 2

### Building Codes

#### 6-2-1: BUILDING CODES:

- A. NON-RESIDENTIAL BUILDING CODE. That a certain document, a copy of which is on file in the office of the City Building Official, of Echo, Oregon, being marked and designated as the State of Oregon 1998 Edition Structural Specialty Code, be and the same is hereby adopted as the Building Code of the City of Echo. Section 102 of the 1997 Uniform Building Code is specifically adopted as part of this code. Section 104.2.6, of the 1997 Uniform Building Code is specifically adopted as part of this code. Section 104.2.10 of the 1997 Uniform Building Code is adopted as part of this code.
- B. RESIDENTIAL BUILDING CODE: That a certain document a copy of which is on file in the office of the City Building Official, of Echo, Oregon, being marked and designated as the State of Oregon 1996 Edition One and Two Family Dwelling Specialty Code, be and the same is hereby adopted as the One and Two Family Dwelling Specialty Code of the City of Echo. Section 110.1 of the 1995 CABO One and Two Family Dwelling Code is specifically adopted as part of this code.
- C. PLUMBING CODE. That a certain document a copy of which is on file in the office of the City Building Official, of Echo, Oregon, being marked and designated as the State of Oregon 1996 Edition Plumbing Specialty Code, be and the same is hereby adopted as the Plumbing Code of the City of Echo.
- D. HOUSING CODE. That a certain document a copy of which is on file in the office of the City Building Official, of Echo, Oregon, being marked and designated as the State of Oregon 1997 Uniform Housing Code, be and the same is hereby adopted as the Housing Code of the City of Echo.
- E. MECHANICAL CODE. That a certain document a copy of which is on file in the office of the City Building Official, of Echo, Oregon, being marked and designated as the State of Oregon 1996 Edition Mechanical Specialty Code, be and the same is hereby adopted as the Mechanical Code of the City of Echo.
- F. ELECTRICAL CODE. That a certain document a copy of which is on file in the office of the City Building Official, of Echo, Oregon, being marked and designated as the 1996 National Electrical Code. Additionally a certain document, a copy of which is on file in the office of the City Building Official, be

marked and designated as the 1996 Electrical Specialty Code. These documents be and the are the same is hereby adopted as the Electrical Code of the City of Echo.

G. DANGEROUS BUILDING CODE. That a certain document a copy of which is on file in the office of the City Building Official, of Echo, Oregon, being marked and designated as the 1997 Uniform Code for the abatement of Dangerous Buildings Code, be and the same is hereby adopted as the Dangerous Building Code of the City of Echo.

**6-2-2: ADMINISTRATION:**

A. BUILDING OFFICIAL. There is hereby established a code enforcement agency which shall be under the administration and operational control of the building official. The building official is authorized to enforce all the provisions of the codes. The building official shall have the power to render written and oral interpretations of the codes and to adopt and enforce administrative procedures in order to clarify the application of their provisions. Such interpretations, rules and regulations shall be in conformance with the intent and purpose of the codes.

B. STOP WORK ORDERS. Whenever any work is being done contrary to the provisions of this code (or other pertinent laws or ordinances implemented through its enforcement), the building official may order the work stopped by notice in writing served on any person(s) engaged in the doing or causing of such work to be done. Such person(s) shall stop such work until specifically authorized by the building official to proceed thereafter.

C. LICENSING REQUIRED. No person(s) shall advertise or enter into a contract to perform any services covered by the Construction Contractor's Board as requiring a license or registration from said board, the Plumbing Board or Electrical Board. All contractors performing work within the City of Echo shall be licensed by the State of Oregon Construction Contractors Board during the time of all phases of work and until completion of any or all contracted work. No contractor shall employ any person(s) to perform work covered by the Construction Contractors Board unless that contractor is registered as non-exempt from the worker compensation requirements of the Construction Contractors Board.

D. CERTIFICATE OF OCCUPANCY. No person(s) shall occupy, or use any building or structure or portion thereof until the building official has issued a certificate of occupancy. No building or structure shall have its existing occupancy classification changed until the building official has issued a certificate of occupancy for the new use.

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**6-2-3:**           **PENALTY:** A conviction for the violation of any provision of this ordinance shall be punishable by a fine not to exceed \$250.00. Each days violation shall constitute a separate violation.