



City of Troy Building Department

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Troy, Missouri 63379
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MOBILE HOME PARK PERMIT APPLICATION

A. It shall be unlawful for any person to construct, maintain or operate any mobile home park within the limits of the City unless he/she holds a valid permit issued annually by the City with the approval of the Board of Aldermen in the name of such person for the specific mobile home park. All applications for permits shall be made to the City who shall issue a permit upon compliance by the applicant with provisions of this Chapter and of any regulations adopted pursuant thereto, and of any other applicable legal requirements. No permit shall be transferable. Every person holding such a permit shall give notice in writing to the City within twenty-four (24) hours after having sold transferred, given away or otherwise disposed of interest in or control of any mobile home park. Such notice shall include the name and address of the person succeeding to ownership or control of such mobile home park. Every person holding a permit shall publicly publish a schedule of the charges to be imposed upon the public and a certified copy of such schedule shall be in the City Clerk's office.

B. *Applications.*

1. Application for original permits shall be in writing, signed by the applicant, and accompanied by an affidavit of the applicant as to the truth of the applicant, and shall contain the following:
 - a. The name and address of the applicant.
 - b. The interest of the applicant in and the location and legal description of the mobile home park.
 - c. A complete plan of the mobile home park, showing lots and blocks by number shall be filed with the City.
 - d. Such further information as may be required by the or the Board of Aldermen to enable him/her or them to determine that the proposed mobile home park will comply with legal requirements.
2. Applications for renewals by permittees shall be made in writing by the holder of the permit and shall contain the following:

a. Any change in the information submitted since the time the original permit was issued or the latest renewal granted.

b. Such other information as required by the City.

C. A complete plan, for the purpose of obtaining a permit to be issued by the City shall show:

1. The area and dimensions of the tract of land.
2. The number, locations and size of all mobile home spaces.
3. The location and width of roadways and walkways.
4. The location of service buildings and any other proposed structures with a general description and indicating the type of construction.
5. The location of water and sewer lines, storm drains and catch basins.
6. Plans and specifications of all buildings and other improvements constructed or to be constructed within the mobile home park, the location and size of the recreation area for any park having more than ten (10) mobile home spaces.
7. It shall be unlawful for any person or persons to park any mobile home on any plot of ground within the City other than at a regular mobile home park.

PROPERTY INFORMATION

Property Address _____

OWNER INFORMATION

Name _____ Business Name _____

Mailing Address _____ Phone _____

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his / her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of applicant: _____

Date: _____
