

Town of Pacific  
W7530 Hwy 16  
Pardeeville, WI 53954  
(608) 742-8763  
clerk@tn.pacific.wi.gov

## MOBILE HOME PARK LICENSE APPLICATION

New Application

Renewal Application

Application Date: \_\_\_\_\_

Mobile Home Park Name: \_\_\_\_\_

Mobile Home Park Address: \_\_\_\_\_

Number of Mobile Home Sites: \_\_\_\_\_

Name of Mobile Home Park Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Mobile Home Park Operator(s), if different from owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**I certify that all information in this application packet is true and correct and that all attachments are complete, true and correct. I further agree to submit additional information as may be required by the Town. I understand that public hearings or meetings may be required, and that inspections of the premises by Town Officials or their designees may be required.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

## APPLICATION PACKET

### Attach to Application:

- A legal description of the location of the mobile home park.
- A list of the names of residents, by site number, of mobile homes in the park on the date of the application.
- Two copies of the Mobile Home Park Plan, which shall include:
  1. The layout of the mobile home park:
    - (a) Location of mobile home roadways and driveways.
    - (b) Setbacks from any public road and from other exterior boundary lines.
    - (c) Number and location of the sites to be rented.
    - (d) Use and location of buildings affixed to the real estate.
    - (e) Location of designated parking, storage, retail, recreational and waste disposal areas.
  2. Operational information:
    - (a) Method and plan of sewage disposal.
    - (b) Method and plan of recycling and removal and storage of garbage.
    - (c) Method and plan for water supply.
    - (d) Plan for handling stormwater.
    - (e) Plan for controlling light emanating from the mobile home park.
    - (f) Plan for controlling noise emanating from the mobile home park.
    - (g) Plan for handling traffic entering and exiting from the mobile home park.

\*An application for renewal need not include the Mobile Home Park Plan again if it has not changed. If the applicant seeks to renew under a revised Mobile Home Park Plan, the applicant must submit the revisions with the renewal application.

- A copy of all licenses and permits from Columbia County and any state agency or department.
- A copy of the most recent inspection reports from any state or county inspection authorities.
- If any inspection during the preceding twelve (12) month period as resulted in a warning, complaint or citation, a copy of all records related to that warning, complaint or citation, and an explanation of the status of those issues and corrective actions, if any, taken to address them.
- A copy of the Mobile Home Park disaster/emergency response plan.
- The application fee: \$150