



## **Fact Sheet: Revised Mobile Living Park Ordinance**

The City of San Antonio revised the Mobile Living Park Ordinance to address property maintenance issues within Mobile Living Parks through annual and proactive inspections by dedicated staff. Annual and proactive inspections will seek to minimize major health and safety issues that can potentially occur at these locations. The Development Services Department now oversees the multi-department inspection effort and the annual registration of Mobile Living Parks. There is no fee change with this update.

### **A Mobile Living Park is defined as a:**

- Contiguous development of land separated into 2 or more mobile living home sites (may or may not be contiguous) platted or designed for the accommodation or placement of mobile living units; and
- The sites are rented or offered for rent.
- Mobile living units include HUD-code manufactured home, mobile home, camping trailer, recreational vehicle, self-contained mobile living unit, truck camper, or similar vehicle/unit.

### **How does this updated ordinance affect existing Mobile Living Parks?**

- Existing Mobile Living Parks may be proactively inspected on a monthly, quarterly, and/or annual basis to ensure compliance with:
  - Mobile Living Park requirements.
  - Property maintenance standards, building code, fire code, and the health code.
  - Annual inspections for safety of all exterior maintenance of mobile living units.
- Annual license registration with the Development Services Department is required to operate.
- Mandatory training is required for owner or operator annually.
- If property is closed, vacated, or declared a nuisance by the City due to health & safety concerns, insurance requirements are mandatory to offset relocation expenses.

### **What will Inspections consist of?**

- A code enforcement officer, health sanitarian, case worker, fire inspector, and/or peace officer may inspect a site on a proactive basis or upon reasonable suspicion of a violation.
- The interior of private units will not be inspected unless a complaint is received, or upon reasonable suspicion of a violation, permission is granted.
- Inspections will include, but are not limited to:

- Private roadways, electric, water, and sewer connections (all plumbing connections must be properly connected to either public sanitary sewer or to an approved private sewage disposal system).
- Septic systems, which must be registered with Bexar County & regularly maintained.
- Maintenance of proper anchorage of trailers and decks, porches, rails, and stairs.
- Inspections may be scheduled or unannounced.
- Properties are considered unlawful and a public nuisance if:
  - Conditions impact public health, safety, or welfare.
  - Conditions deprive neighbors of their safe or peaceful use of nearby properties.
  - Inspections are not allowed as required.

### **What are the Responsibilities and Requirements of Mobile Living Park Owners?**

- **Mobile Living Park owners are required to:**
  - Register Mobile Living Park annually with the City of San Antonio. Failure to register will result in civil and/or criminal actions.
  - Establish rules and regulations of conduct for residents.
  - Perform emergency measures as deemed necessary to preserve immediate health & safety of all residents.
  - Report all known cases of communicable disease affecting any resident, guest or employee.
  - Comply with all public health and safety standards & assist and cooperate with any inspection.
  - In the event a site is closed or declared a public nuisance by the City, obtain insurance for the costs to remediate & cure nuisance conditions and move affected residents.



**What are the Responsibilities and Requirements of Mobile Living Park Residents?**

- **Mobile Living Park residents are required to maintain a clean & sanitary environment free of:**
  - Trash, debris, & rubbish.
  - Outside storage of personal items not made for the outdoors.
  - Inoperable vehicles.

**License Application Requirements:**

- Applicant can be owner or operator of the Mobile Living Park, or officer or agent of entity that owns or operates a Mobile Living Park.
- Zoning verification letter stating the use of the property complies with the zoning use.
- If septic system in use, a letter from Bexar County Development Services that licensed plumber affirms system in sound condition.
- National criminal background history checks of owner(s) and operator(s).
- Proof of insurance.

**Issuance and Denial of License:**

- A license will be issued if the property meets all requirements set out in the City Code.
- A license will be denied if:
  - Owner or operator does not meet the national criminal background check requirements.
  - Applicant has made false statements on license application.
  - The Mobile Living Park does not meet all applicable City Code requirements.

**Suspension/Revocation of License:**

- A license will be suspended or revoked if:
  - Owner or operator fails national criminal background check.
  - License holder makes false statements on application.
  - Owner or operator impedes or refuses to allow inspection.
  - A property's degree of non-compliance with City Code constitutes an immediate health or safety hazard.

- License holder fails to comply with program terms.

**Notification of Change of Ownership Information:**

- License holders are required to notify the City of San Antonio if there is a change in:
  - Ownership or operation of the park.
  - Number of useable Mobile Living Park sites, occupied or unoccupied.

**Non-Transferability:**

- License is not transferable to another owner, operator, or location.

**What are the Zoning Requirements?**

- A Mobile Living Park owner, operator, or licensee shall not allow or cause a unit to be parked in violation of the City zoning requirements.

**Inspections and Fees:**

- There is an annual license fee of \$35.00 for each useable mobile living park site, occupied or unoccupied, as of October 1<sup>st</sup>.
- No new sites may be made useable during the licensing year without first paying the annual license fee per space.

**Criminal Background Checks:**

- License to operate a mobile living park may be denied, revoked, suspended, or denied for renewal if the owners, operators, or principals have a record of civil and criminal actions involving moral turpitude.
- National background checks are required to be obtained for the owner(s) and operator(s).
- License holder must complete any other state or federal requests and release forms that are required to obtain a criminal history report for the owner or operator.

For more information on the revised Mobile Living Park ordinance, visit [www.sanantonio.gov/CES](http://www.sanantonio.gov/CES) or call 210-207-8511.