

**ORDINANCE NO. 2023-01**

**AN ORDINANCE AMENDING SECTION 66-35 OF THE CODE OF ORDINANCES FOR  
THE VILLAGE OF UNION GROVE, RELATING TO MOBILE HOME PARK  
MANAGEMENT.**

The Village Board of the Village of Union Grove ordains as follows:

1. That Section 66-35 of the Municipal Code of the Village of Union Grove be, and hereby is, amended to read as follows:

“Sec. 66-35. Management.

(a) Except as provided in subsection (c), in every mobile home park there shall be located the office of the attendant or person in charge of the park. A copy of the mobile home park license and of this article shall be posted therein, and the mobile home park register shall at all times be kept in the office.

(b) It is the duty of the attendant or person in charge, together with the licensee, to:

(1) Keep a register of all residents, to be open at all times to inspection by the village, state, and federal officials, containing the following:

- a. Names and addresses.
- b. Dates of entrance and departure.

(2) Maintain the park in a clean, orderly, and sanitary condition at all times. The licensee shall provide for waste, garbage, and recycling collection facilities as required by article II of chapter 86.

(3) Ensure that the sections of this article are complied with and enforced and report promptly to the proper authorities any violation of this article or any other violation of law that may come to his attention.

(4) Report to the health officer all cases of persons or animals affected or suspected of being affected with any communicable disease.

(5) Maintain in convenient places, approved by the fire chief, hand fire extinguishers in the ratio of one to each eight units.

(6) Collect the monthly parking permit fee provided for in section 66-37. A book shall be kept showing the names of the persons paying the service charges and the amount paid.

(7) Prohibit the lighting of open fires on the premises.

(c) A physical office may be omitted provided all of the following requirements are met:

- (1) A weather-proof station is placed within a fully-accessible portion of the mobile home park that properly displays the following:
  - a. Mobile home park license.
  - b. Primary and secondary emergency contact information.
  - c. Location of the register of the mobile home park residents.
- (2) The mobile home park operator or a designee in charge of the mobile home community in the absence of an operator shall, during the hours of 8 am to 5 pm, be available in, or in close proximity to, the community, or accessible via electronic means.
  - a. If the operator or designee resides in the mobile home park, a sign (no larger than 2 sq. ft. in area) bearing the title "Operator" or "Manager" shall be displayed on or near the unit number or on the front door"

2. That this ordinance shall become effective upon adoption and publication as provided by law.

Adopted by the Village Board of Union Grove, Racine County, Wisconsin, this 13<sup>th</sup> day of March .\.

**VILLAGE OF UNION GROVE**

By: \_\_\_\_\_

Steve Wicklund, Village President

Attest: \_\_\_\_\_

Sara Spencer, Village Clerk