

**MOBILE HOME PARK
LICENSE APPLICATION**

Pursuant to Title 13
Code of the Village of Suring

Village of Suring

PO BOX 31 604 E MAIN ST.
SURING, WI 54174

PHONE: 920-842-2333

FAX: 920-842-4521



New License Application: _____ or License Renewal: _____
(check one)

Annual Fee Amount: \$25.00

The Village Clerk must be notified on any changes in the information provided on this application within 10 days.

PARK INFORMATION:

1. Name of Park: _____

2. Date Park Opened: _____ Date Park Acquired: _____

3. Location of Park: (Parcel/Tax Number): _____

4. Legal Description of Property: _____

5. Street Address: _____

6. Park Size: Number of Sites: _____ Size in Acres _____

MANAGEMENT INFORMATION:

On site management (check one): Full Time Manager: _____ Part Time Manager: _____

1. Name of on-site manager: _____

2. Address of on-site manager: _____

3. Phone contact number of on-site manager: _____

RESPONSIBLE PARTY INFORMATION:

Any notices/correspondence should be sent to:

Name: _____

Address: _____

Phone : _____

Description of how owner proposes to resolve complaints: (A copy of park rules & enforcement methods must be kept on file at Suring Village Hall. Please enclose a copy with application.)

OWNER INFORMATION:

Park owned by (check one): Sole Proprietor _____ Partnership _____ Corporation _____

1. ***If Sole Proprietor or Partnership***, complete the following:
(All owners must be listed. Use additional sheet if necessary)

A. Owner's Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

B. Owner's Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

C. Owner's Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

D. Owner's Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

2. ***If Corporation***, complete the following:
(Use additional sheet if necessary)

A. Date of Incorporation: _____ State of Incorporation: _____

B. President Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

C. Vice President Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

D. Secretary Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

E. Treasurer Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

F. Agent Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

G. Additional Owners Name: _____ Percent Ownership _____%

Address: _____

Phone: _____

H. Additional Owners Name: _____ Percent Ownership _____ %

Address: _____

Phone: _____

3. Does property owner own and rent/lease mobile homes at this location? Yes _____ No _____

If yes, list the sites occupied by units rented/leased by the property owner:

4. Does property owner sell mobiles homes from this site? Yes _____ No _____

If yes, does site comply with municipal zoning? Yes _____ No _____

State Mobile Home Sales License Number: _____ Exp. Date: _____

OWNER CERTIFICATION:

I, the owner/owner's representative of the above named facility declare this application to be correct in its representations and understand that any misrepresentation ay result in revocation of the license.

Signature Printed Name Date

Signature Printed Name Date

INITIAL APPLICATION REQUIREMENTS:

The initial application for an existing, new, or revised mobile home park must be accompanied by: three (3) copies of the complete engineering plans and specifications of the existing park, planned expansion, or proposed park showing but not limited to the following:

1. The total area of the tract, including outside dimensions.
2. The number, location, and size of all mobile home lots.
3. The location and designation of dependent and independent mobile home spaces.
4. The location of each mobile home stand within each mobile home lot.
5. All property setback lines as well as setbacks for each mobile home lot.
6. The location of all common areas, including the location and square footage, and dimensions and location of all recreational areas.
7. The location and width of all roadways and walkways.
8. The location of service buildings and the number of sanitary conveniences, including toilets, washrooms, laundries, and utility rooms to be used by the occupants of the mobile home park.
9. The location of all fences.
10. The location of all signs.
11. Plans and specifications of all utilities, including sanitary sewage, water distribution, storm sewer drainage, electrical, communications, and community antenna systems.
12. Landscape plans for the entire park.
13. Method and plan for solid waste removal recycling compliance.
14. A copy of all park rules and description of method of enforcement.
15. Such other plans and specifications and information that may be reasonably requires by the governing body.

Any RENEWAL application must be accompanied by:

1. Copy of the Conditional Use Permit under which the park is operating.
2. Copies of any hardship exemptions issued by the Village Board of Trustees.
3. All changes that have occurred in management of the park since the issuance of the previous license.
4. A copy of all park rules and enforcement methods.

