



OFFICE OF THE CITY CLERK
ROME CITY HALL, 198 N. WASHINGTON ST.
ROME, NEW YORK 13440-5815
TEL.: (315) 339-7659 FAX: (315) 838-1160
WWW.ROMENEWYORK.COM

MOBILE/MANUFACTURED HOME PARK LICENSE APPLICATION

This application for a Mobile/Manufactured Home Parks is made pursuant to the provisions of Chapter 38, Article II of the Rome Code of Ordinances.

Name of Applicant: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Email: _____

BUSINESS

Name of Business: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Email: _____

The address where applicant proposes to carry on the business will be stated on license.

TYPE OF BUSINESS

☐ Firm ☐ Partnership ☐ Association ☐ Corporation ☐ Sole Proprietorship
☐ Other (specify): _____

If a partnership, please list names and addresses of all partners both general and limited (attach additional sheets if necessary):

NAME	ADDRESS	TYPE (general or limited)

If a corporation or association, please list names and addresses of all principal officers (attach additional sheets if necessary):

NAME	ADDRESS

1. Applicant agrees to comply with all local laws, ordinances, rules and regulations of the City of Rome pertaining to the operation of a business or occupation.

☐ YES ☐ NO

2. Applicant has not been refused a Mobile/Manufactured Home Parks license or had a Mobile/Manufactured Home Parks license revoked within the last nine (9) months of the date of this application.

☐ YES ☐ NO

Date of refusal or revocation _____

3. As applicant for a license to operate a business of Mobile/Manufactured Home Parks, I hereby consent to inspection of the premises by a Codes Enforcement Officer.

☐ YES ☐ NO

4. Total number of available lots for rent: _____
Total number of vacant lots: _____
Total number of mobile/manufactured homes currently on the park: _____
Installation date of the unit: _____

Attach a list of each label number of each trailer as evidenced on the HUD data plate.

**Attach a list of the utility status of each dwelling.
(Public or private sewer-public or private water source)**

Every park owner licensed under the provisions of this article shall maintain records of Manufacturer's and Installer's Warranty Seals for all trailers built and/or installed after January 1, 2006. These records are to be made available to the Codes Enforcement Officer upon request.

Prior to the removal, relocation or installation of a Manufactured Home, the park owner must first apply for a building permit thru the Code Enforcement Office.

ZONING BOARD OF APPEALS APPROVAL (NEW BUSINESS ONLY)

The Zoning Board of Appeals of the City of Rome, which is authorized to review applications, plans and specifications, has examined this application on _____, 20____, and finds a Mobile/Manufactured Home Parks use on this site is:

- ☐ a permitted use,
- ☐ a use subject to issuance of a zoning permit and such permit has been issued on _____,
- ☐ a pre-existing non-conforming use,
- ☐ other: _____,

and is not contrary to the existing Zoning Ordinance, OR application returned for the following reasons:

Master Plan for this area designates the future land use to be_____.

Site is currently zoned for _____.

Signature

Chairman – Zoning Board of Appeals

Date

STATE OF NEW YORK)
COUNTY OF ONEIDA) ss.:

The undersigned, _____, deposes and says, under the penalties of perjury, that he/she is the individual making the foregoing application and that the answers to the foregoing questions and other statements contained therein are true to the best of his/her knowledge.

FALSE STATEMENTS MADE HEREIN ARE PUNISHABLE
PURSUANT TO SECTION 210 OF THE NEW YORK STATE PENAL LAW.

Signature

Date

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STATE OF NEW YORK)
COUNTY OF ONEIDA) ss.:

On the _____ day of _____, in the year _____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that (s)he executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed this instrument.

Sworn to before me this _____ day of _____, 20_____.

Notary Public/Commissioner of Deeds

FOR INTERNAL USE ONLY

CODE ENFORCEMENT VERIFICATION

The premises for applicant's business was inspected on: _____
 Certificate of Occupancy: _____

☐ Approved ☐ Disapproved

The premises were not approved for the following reasons:

Signature	Title	Date
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CITY CLERK LICENSING INFORMATION

License Fee: **\$25.00 per mobile home**

Amount Paid: _____ License No.: _____

Date License Issued: _____ Date License Expires: _____

City Clerk Signature

Date