



## Land Use Authority

76 North Main Street, Kanab, Utah 84741

(435) 644-4966 or (435) 644-4951

Email: [smcbride@kane.utah.gov](mailto:smcbride@kane.utah.gov)

## Kane County Mobile Home and Recreational Vehicle Park Application

1. The application must contain all requested information and be submitted to the Kane County Land Use Administrator office for review 30 days prior to the next regularly scheduled meeting. (Planning Commission meetings are held on the second Wednesday of every month) **Acceptance of the application and acceptance of the fee does not indicate that the application is complete.**
2. The application and all required supporting documentation, and required fee, must be paid before the application can be accepted for review.
3. The Land Use Authority will review the application and recommend approval, approval with conditions, or disapproval to the Kane County Commission; after approval a recommendation and referral to the Kane County Board of Commissioners agenda will be made.
4. If the Mobile Home Park or Recreational Vehicle Park proposal lies within one mile of a municipality, the Planning Commission will notify the municipality and accept comments on the park from the municipality.
5. All regulations per Mobile Home Parks are located in Chapter 17 of the Kane County Land Use Ordinance. (pgs. 17-1 through 17-2, sections: 9-17-1 through 9-17-4)
6. Final approval by the County Commission and recording of the plat and documents are required before any building permit is issued.

## Property information and location

(All lines applicable to this site must be filled in)

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Parcel # \_\_\_\_\_

Total acreage of parcel: \_\_\_\_\_ Area occupied by this use: \_\_\_\_\_

Current zoning designation: \_\_\_\_\_ Current use of land: \_\_\_\_\_

Fee: \$350.00 \_\_\_\_\_

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

**You MUST include a parcel map obtained from the Kane County Recorder's Office with this application!**

## Property Owner(s) Information

Name(s): \_\_\_\_\_

Address per tax rolls: \_\_\_\_\_

City/County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office/home phone: \_\_\_\_\_ Fax phone: \_\_\_\_\_

Mobile phone: \_\_\_\_\_ Message phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**A copy of the deed, offer or and tax records MUST be included to demonstrate ownership and taxes being paid.**

**PLEASE ATTACH A LOCATION MAP, SITE AND BUILDING PLAN along with a list of all adjacent property owners' names and addresses with your application.**

**Agent for the property owner(s) information**

Name(s): \_\_\_\_\_

Address per tax rolls: \_\_\_\_\_

City/County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office/home phone: \_\_\_\_\_ Fax phone: \_\_\_\_\_

Mobile phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Notarized affidavit by owner that agent has authority to act on their behalf**

There shall be no presumption of approval of any aspect of the process. Each application for a Mobile Home Park or Recreational Vehicle Park Permit shall have all required submittals before it is accepted as a complete application. \*It is highly recommended that the applicant or their authorized agent be present at the Planning Commission meeting that the Conditional Use Permit is an agenda item. Electronic appearance is acceptable if prior arrangements are made.

APPLICATION IS HEREBY MADE TO THE LAND USE AUTHORITY REQUESTING THAT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date signed: \_\_\_\_\_

Signature of owner(s) or agent(s) \_\_\_\_\_

**This application MUST be submitted no later than 21 days before the scheduled Land Use Authority Meeting!**

## Mobile Home Park Applications Requirements

1. An overall plan for development of a mobile home park shall be submitted to the Land Use Authority Administrator for review. The plan shall be drawn to a scale no smaller than one inch to 50 feet. At least eight copies of the plan shall be submitted. The plan shall show:

2. The topography of the site represented by contours, shown at intervals not greater than two feet when required by the Kane County Engineer.
3. A grading and drainage plan detailing geologic and flood hazards shall be submitted to the Land Use Authority Administrator with the application.
4. The proposed site plane for:
  - a. The proposed street and mobile home space layout.
  - b. Tabulations showing percent of area to be devoted to parks, playgrounds and open spaces, number of mobile home spaces, and total area to be developed.
  - c. Proposed locations of parking spaces.
  - d. Detailed landscaping and utility plan, including locations of sewer, water, electricity, gas lines, and fire hydrants.
  - e. The location and width or size of roadway and walkways, parking areas, and access to the public thoroughfares.
  - f. Any proposed reservations for parks, playgrounds, open space.
  - g. Property ownership, if other than applicant.
5. The applicant of plans for a mobile home park or mobile home subdivision shall pay to the Land Use Authority Administrator at the time of application a plan check fee, in addition to all other required fees. The plan check fee shall be established by the Kane County Commission.
6. Upon receipt of the application and all other required materials by the Land Use Authority Administrator and review by the County Engineer the Land Use Authority Administrator will place application on the Land Use Authority agenda for review and approval. Should approval be denied the applicant has 30 days to appeal, in writing, to the Appeal Authority.
7. Guarantees: Adequate and reasonable guarantees shall be required for installation of the required improvements, as set forth in this section. Guarantees may be in the form of a bond, or other acceptable form in the sum to be determined by the County Engineer.
8. Record Final Plat: After receiving final approval of the mobile home plat by the County Commission, the approved plat shall be recorded in the office of the County Recorder. The final plat shall be prepared by a registered engineer, architect. No building permit shall be issued for said mobile home park until final plans have been approved by the County Commission and recorded with the County Recorder and a financial guarantee

posted guaranteeing that required improvements will be installed without cost to the county.

Land Use Authority Action	Date: _____
<input type="checkbox"/> Approve	<input type="checkbox"/> Deny
Planning Commission Chairman _____	
Land Use Authority Action	Date: _____