



CITY OF HAGERSTOWN, MARYLAND

Planning and Code Administration Department

MOBILE HOME PARK DESIGN STANDARDS

Schedule M

(Last Revised: January 1, 2021)

Submittal Requirements:

Case No. ZS - 20__ - ____

Office Use Only

- Attach this form to the original site plan or development plan application.
- Include electronic copy of this schedule with the electronic site plan or subdivision application.
- No additional copies are required beyond those required for the plan application itself.
- Filing fee is included in the site plan or development plan fee.

Name and Description of Project: _____

Location of Property: _____ Zoning District: _____
(Please include street address, if known)

Engineering/Survey Company Name: _____

Contact Person: _____ Email: _____

Telephone: _____ Fax: _____

This Chart for Staff Use Only	1 st Review	2 nd Review	3 rd Review
Date Accepted for Processing			
Review Date			
Returned to Design Firm			

Article 3 of the Land Management Code defines “mobile home park” as “Any area or tract of land designed for the parking or other type of installation of mobile homes on spaces or lots offered for lease or rent, including all improvements, buildings, structures, recreation areas, or other facilities for the use of the residents of such development, for non-transient use.”

Article 4, Section Z (Land Use Chart) permits mobile home parks only in the RH (Residential High Density) Zoning District.

Article 4, Section D.5.h of the Land Management Code requires compliance with certain design and zoning standards when developing a mobile home park. A bus, recreational vehicle, fifth-wheel camper or other vehicle or trailer modified for dwelling or sleeping purposes is not a mobile home and is not a permitted dwelling in a mobile home park.

Exemption:

Installing a mobile home on an individual lot of record is not considered a mobile home park. This is permitted wherever single-family detached dwellings are permitted, however the mobile home must be installed on a permanent, fully enclosed masonry foundation. Blocking and “skirting” mobile homes on individual lots of record is not permitted by the zoning ordinance.

Instructions to Engineer/Surveyor: In the column marked “Engineer/Surveyor,” identify each page which the required item appears on the plan. For items that appear on each page of the plan, use “All.” If the item is not applicable, address as not applicable in a note on the plan and reference the page of the plan on which the note appears in the column below. Only addressing the issue as “not applicable” in this checklist is insufficient.

LMC Section	Ordinance Requirements	Engineer/ Surveyor	1 st Review	2 nd Review	3 rd Review	Review Key ✓ = OK 0 = Incomplete N/A = Not Applicable
4.Z	Mobile home parks are only permitted in the RH Zoning District. Do not proceed if property is not zoned RH.					
4.D.5.h(1)	Minimum area of the mobile home park is 10 acres.					
4.D.5.h(2)	Building Setbacks: (a) External public street ROW and property lines: 50 ft. (b) Rear of unit to rear of unit: 60 ft. (c) Between structures: 20 ft. (d) Surface of internal access road fronting pad: 10 ft. (e) Across internal access road between structures: 40 ft. (f) Minimum lease area on which a home can be located: 1,000 sq. feet					All development shall comply with these setbacks, however, the BZA is not prohibited from considering variances that meet the criteria codified in Article 4.U.8.b.
4.D.5.h(2)	Covered entryway steps may project not more than five feet from the unit. Decks without roofs may be added to a unit provided that a distance of at least 10 feet is maintained between the deck and other mobile homes and decks thereof.					
4.D.5.h(3)	Individual accessory buildings (sheds) are not permitted on individual dwelling pads. Common storage facilities for use by residents may be designed into an overall park site plan.					Must be shown on site plan if being provided.
4.D.5.h(4)	A heavy landscape buffer, dominated by evergreen plantings, shall be installed in an area not less than 20 feet in width in all areas subject to the setback requirement in (2)(a).					The site plan requires submitting Schedule A. Include on landscape plan.
4.D.5.h(5)	Parking shall be prohibited on driveways unless designed to a width that allows two vehicles to pass in addition to the designated parking lane.					The fire marshal will also have regulations for this.
4.D.5.h(6)	Parking of boats, campers, trailers, recreational vehicles and other similar vehicles shall be prohibited on the individual unit lease area. The developer may design and designate a common parking area within the mobile home park for such vehicle parking and storage.					Must be shown on site plan if being provided.
4.D.5.h(7)	No camper, recreational vehicle or similar vehicle shall be interpreted as a mobile home.					Provide acknowledgment in site plan notes.

City of Hagerstown, Maryland
Planning and Code Administration Department
 One East Franklin Street, Suite 300
 Hagerstown, MD 21740
 T | 301.739.8577, Ext. 138
 F | 301.790.2650

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