



**MANUFACTURED HOME PARK/RECREATIONAL CAMPING AREA
PLAN REVIEW APPLICATION/NEW ESTABLISHMENT APPLICATION**

REQUIRED INVENTORY

Establishment Name: _____

The following items must be submitted to this office AT LEAST 30 DAYS PRIOR TO THE PROPOSED START OF CONSTRUCTION. Plan review will not begin until this office receives all necessary information. Failure to submit plans and appropriate fees for new construction or additions will not prevent the fees from being collected. In addition, any construction not meeting code will have to be corrected prior to opening. Any proposed changes to plans submitted must be approved by this office. Please check items as completed.

_____ **SITE PLANS/BLUEPRINTS** (Including plumbing plans*)
-Please see "Plan Review Requirements for Manufactured Home Parks and Recreational Camping Areas" for specific requirements

_____ **SEWER/SEPTIC PLANS**
-Please see "Plan Review Requirements for Manufactured Home Parks and Recreational Camping Areas" for specific requirements

_____ **CITY/COUNTY ZONING APPROVAL**
-Please see "Plan Review Requirements for Manufactured Home Parks and Recreational Camping Areas" for specific requirements

_____ **INFORMATION ON PROPOSED STORM SHELTER** (10 or more mobile home sites) **OR SAFE EVACUATION PLAN** (less than 10 mobile home sites) *not required for recreational camping areas*
-Plans must be preapproved by the local municipality (city or township).

_____ **PLANS FOR CENTRAL SHOWER/TOILET BUILDING** (for recreational camping areas not providing hook-ups for sewer and water)

_____ **PLUMBING PLANS SUBMITTED TO MN DEPT OF LABOR & INDUSTRY, PLUMBING & ENGINEERING UNIT**

_____ **COMPLETED PLAN REVIEW APPLICATION FORM**

_____ **PLAN REVIEW FEE:** **-New parks/camping areas, \$520.00**
 -Existing parks/camping areas, \$345.00

****PLUMBING PLANS MUST ALSO BE SUBMITTED TO:***

Minnesota Department of Labor & Industry
Plumbing and Engineering Unit
443 Lafayette Road North, St. Paul, MN 55155-4343
651-284-5067

<http://www.dli.mn.gov/CCLD/PlanPlumbing.asp>

The Minnesota Department of Labor & Industry, Plumbing and Engineering Unit, is responsible for the review and approval of plumbing plans. You will receive your approval/disapproval of plumbing plans directly from them.



Public Health
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Horizon Environmental Health
Serving Douglas & Pope Counties

809 Elm Street, Suite 1200
Alexandria, MN 56308
FAX: 320-762-3025

Kasey LaSota, Registered Sanitarian

Office: 320-762-2986 Cell: 320-808-7759

Doug Breikreutz, Registered Sanitarian

Office: 320-763-4437 Cell: 320-808-4289

Plan Review Requirements for Manufactured Home Parks and Recreational Camping Areas

Horizon Environmental Health licenses and inspects Manufactured Home Parks (MHP) and Recreational Camping Areas (RCA) in Douglas and Pope Counties through a delegation agreement with the Minnesota Department of Health.

Complete plans and specifications for any new manufactured home park (MHP), or recreational camping area (RCA), and expansions to existing MHPs/RCAs, must be submitted to and approved by Horizon Environmental Health **at least 30 days before construction is begun**. The plans must be legible and complete in all details. All plans shall include but not be limited to the following:

- ▶ A land use permit or statement from the local unit of government granting zoning approval for the use of the land as a MHP or RCA must be obtained for any new park or expansions to existing parks. A copy of the zoning permit must be submitted to Horizon Environmental Health along with the detailed plans for the proposed development.
- ▶ A plot plan showing the boundaries of the entire tract of land upon which the MHP/RCA is to be located, and showing land area/acreage, locations of existing facilities including permanent buildings and their dimensions, location of landforms on the property (lakes, streams, ponds, wetlands, bluffs, etc.), the location of all water and sewer lines and electrical hook-ups, the location of all wells, the location of all on-site sewage treatment facilities and distances from all wells and water lines, location and dimensions of all roads and driveways, location of vehicle parking areas, location and type of night lights, and any other pertinent information.
- ▶ Separate plumbing plans must be submitted for any new plumbing installations (central shower/toilet building) and all water and sewer lines and on-site sewage treatment systems, if provided. All plumbing must be installed in accordance with the Minnesota Plumbing Code. All plumbing installation must be performed by a licensed and bonded plumber. Please contact the Minnesota Department of Labor and Industry at 651-284-5067 for more plumbing plan review information. Information is also available online at <http://www.dli.mn.gov/CCLD/PlanPlumbing.asp>. Submit all plumbing plans and fees to: Minnesota Department of Labor and Industry, Plumbing and Engineering Unit, 443 Lafayette Road North, St. Paul, MN 55155-4343. A satisfactory plumbing inspection is necessary prior to licensing.
- ▶ The water supply system for the proposed park must comply with Minnesota rules governing public water supplies and water wells. Provide details of the well/water supply system for the park if it has its own system. If the park obtains water from a municipal supply, indicate the name of the municipal water supply. Include a copy of each water well permit or any other wells located on the property.

- ▶ The sewage treatment system must comply with applicable state rules. Plans must be submitted for any individual sewage treatment system (private sewer system) to the local units of government responsible for septic system inspections; in Douglas County this would be Land & Resource Management, 320-762-3863 (located at the Douglas County Courthouse) and in Pope County contact Land & Resource Management (Planning & Zoning) at 320-634-5715 (located in the Pope County Courthouse). All individual sewage treatment systems must be designed by a licensed sewer designer and installed by a licensed sewer installer. If the establishment is on municipal sewer services, please indicate this fact. A certificate of compliance or a copy of an approved septic system permit from the local authority is required.
- ▶ Submit the proper plan review fee and application form to Horizon Environmental Health. The current plan review fee is \$520.00 for new parks/camping areas and \$345.00 for existing parks/camping areas.
- ▶ After your plans have been reviewed, you will receive a plan review letter indicating any changes that may need to be made or concerns that were noted during the plan review. Construction may begin after the plan approval letter is received. Contact Horizon Environmental Health to schedule an on-site inspection after construction is complete. If the sanitarian finds the facility to be in satisfactory compliance with the rules, an inspection report will be issued indicating approval and authorizing occupancy of the sites.
- ▶ All manufactured home parks with ten or more sites must provide a storm shelter that has been pre-approved by the local municipality (city or township). All manufactured home parks with nine or fewer sites must provide a storm shelter or safe evacuation plan approved by the local municipality (city or township). Recreational camping areas are not required to have a storm shelter or safe evacuation plan unless required by the Zoning department.



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FAX: 320-762-3025

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Doug Breikreutz, Registered Sanitarian, Office: 320-763-4437 Cell: 320-808-4289

Plan Review Application
Manufactured Home Park and/or Recreational Camping Area

| | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------------|----------------------------------------|-----------------------|----------------|--------------|
| Check One: <input type="checkbox"/> New Construction <input type="checkbox"/> Additional Sites | | | | | | |
| Proposed Construction Start Date: _____ | | | Proposed Completion Date: _____ | | | |
| Appropriate Building Permits Applied For? <input type="checkbox"/> Yes <input type="checkbox"/> No | | Zoning/land use approved? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | |
| Owner/Applicant Information | | | | | | |
| Owner Name: | | | Phone Number: | | | |
| Mailing Address: | | | | | | |
| Contact Person: | | | Phone Number: | | | |
| Establishment Information | | | | | | |
| Park/Camp Name: | | | Phone Number: | | | |
| Address (Physical location): | | | | | | |
| County: | | Township: | | Lake (if applicable): | | |
| Type of Operation (check one): <input type="checkbox"/> Year Round <input type="checkbox"/> Seasonal –Fill in months of operation: _____ to _____ | | | | | | |
| Type of Water Supply (check one): <input type="checkbox"/> Private Well Water/Unique Well #: _____ <input type="checkbox"/> Municipal Water Supply | | | | | | |
| Type of Sewage Treatment (check one): <input type="checkbox"/> Private Sewage Treatment System <input type="checkbox"/> Municipal Treatment <i>-if private water/sewer, list contractor(s) name:</i> _____ | | | | | | |
| Number of Sites Applied For: _____ Independent Camp Sites _____ Dependent Camp Sites _____ Manufactured Home Sites (sites with sewer connections) (sites without sewer connections) | | | | | | |
| Manufactured Home Parks Only: Date of evacuation plan approval _____ or Date of approved storm shelter construction _____ Name of municipality granting approval: _____ | | | | | | |
| Is there a public pool at the park/camp? <input type="checkbox"/> No <input type="checkbox"/> Yes | | | | | | |
| Is there food and/or beverage service at the park/camp? <input type="checkbox"/> No <input type="checkbox"/> Yes – if yes, license #: _____ | | | | | | |
| Is there lodging at the park/camp? <input type="checkbox"/> No <input type="checkbox"/> Yes – if yes, license #: _____ | | | | | | |
| Number of fixtures, if provided: | | | | | | |
| | | <u>Flush Toilets</u> | <u>Privies</u> | <u>Showers</u> | <u>Urinals</u> | <u>Sinks</u> |
| | Men | _____ | _____ | _____ | _____ | _____ |
| | Women | _____ | _____ | _____ | _____ | _____ |
| PLEASE REVIEW SIDE 2 OF PLAN REVIEW APPLICATION → | | | | | | |

Additional Plan Review Information

1. You must submit a plan review application with the required fees and all the requested plans and information at least 30 days prior to beginning construction. After your plans have been reviewed, you will receive a letter indicating any changes that need to be made and any concerns that have been noted. Construction may start only after you receive an approval letter.
2. You must complete an application for licensure and submit along with the appropriate license fee (separate from the plan review fee) before you can open.
3. Finally, you must contact the sanitarian for an on-site inspection at least 14 days prior to opening the establishment (Minnesota Rules, part 4626.1750). If the inspection is satisfactory, and you have submitted a license application and all required fees, you will be permitted to open.

Plan Review Fee:

- New Mobile Home Park/Recreational Camping Area: \$520.00**
- Existing Mobile Home Park/Recreational Camping Area: \$345.00**

Make Checks Payable to: HORIZON PUBLIC HEALTH

For Office Use Only:

Date Received: _____ Check #: _____ Amount: \$ _____ Received by: _____

Note: An establishment is not allowed to open before an application for licensure is submitted and all required fees are paid (Minnesota Statutes, section 157.16).

Notice: The issuance of a dishonored check to this department will require a service charge as per Minnesota Statutes, section 604.113, subd. 2(a). Additional civil penalties may be imposed for nonpayment.



Summary of General Requirements for Manufactured Home Parks

Definitions:

- Manufactured home means a structure, transportable in one or more sections, which in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein.
- Manufactured home park (MHP), means any site, lot, field or tract of land upon which two or more occupied manufactured homes are located, either free of charge or for compensation, and includes any building, structure, tent, vehicle, or enclosure used or intended for use as part of the equipment of the manufactured home park. Manufactured home park does not include manufactured homes, buildings, tents, or other structures temporarily maintained by any individual or company on the premises associated with a work project and used exclusively to house labor or other personnel occupied with the work project.

Spacing:

- There must be at least 3 feet between a manufactured home and the side lot line of abutting property.
- There must be at least 10 feet between a manufactured home and a public street or alley.
- Each manufactured home must face or abut a clear unoccupied space of at least 16 feet in width, and this space must have unobstructed access to a public highway, street, or alley.
- There must be 10 feet of open space between the sides of adjacent manufactured homes including their attachments.
- There must be at least 3 feet between manufactured homes when parked end to end.
- Property or motor vehicles parked between manufactured homes must be parked at least 10 feet from the nearest adjacent manufactured home and/or attachment.
- The minimum lot size for each manufactured home in manufactured home parks is 4000 square feet if the park has an on-site sewage treatment system or 2800 square feet if the park is served by a municipal sewage system.

Water Supply:

- The water supply system must meet all applicable Minnesota Department of Health (MDH) requirements for public water supplies (Minnesota Rules, Chapter 4720) and water wells (Minnesota Rules, Chapter 4725).
- A minimum supply of 150 gallons per day for each manufactured home shall be provided.
- All plumbing must be installed in accordance with the Minnesota Plumbing Code, Chapter 4715.

Basic Design Requirements:

- The system shall be so designed and maintained as to provide a pressure of not less than 20 pounds per square inch under normal operating conditions at service buildings and other locations requiring a potable water supply.
- In mobile home parks and on recreational camping sites provided with individual water service connections, riser pipes shall be so located and constructed that they will not be damaged by the parking of mobile homes or recreational camping vehicles.
- Water riser pipes shall extend at least four inches above the ground elevation and the minimum pipe size shall be three-fourths inch.
- Adequate provisions shall be made to prevent freezing of service lines, valves, and riser pipes.
- If underground stop and waste valves are installed, they shall be at least ten feet from the nearest buried portion of the sewage system.
- Water risers on unoccupied sites shall be valved off.
- There shall be a horizontal distance of at least ten feet between water and sewer pipes.
- There shall be a horizontal distance of at least three feet between water and sewer riser pipes (see figure 1 & 2).
- Water distribution lines must be constructed with approved materials.

All water distribution systems from the park boundaries to the risers must be **PRIOR** approved by the Minnesota Department of Labor and Industry.

All plumbing plan review forms, fees, and blueprints must be sent to the following address:

Minnesota Department of Labor & Industry
Plumbing and Engineering Unit
443 Lafayette Road North
St. Paul, MN 55155-4343
651-284-5067
<http://www.dli.mn.gov/CCLD/PlanPlumbing.asp>

Sewage Disposal:

Basic Sewage Disposal System Design Requirements:

- All sewage and other water carried wastes shall be discharged into a municipal sewage system which is being operated under a permit issued by the Minnesota Pollution Control Agency whenever such a system is available (i.e., ALASD - Alexandria Lakes Area Sanitary District). When such a system is not available, a sewage disposal system acceptable to the commissioner of health and the Minnesota Pollution Control Agency shall be provided (i.e., On-Site Sewage Treatment System).
- All sewer lines shall be located in trenches of sufficient depth to be free of breakage from traffic or other movements.
- All sewer lines shall be separated from the park water supply system by at least ten feet, unless special acceptable construction of sewer lines is provided.
- All sewer lines shall be constructed of materials approved by the commissioner of health, shall be adequately vented, and shall have water tight joints. All sewer lines shall be constructed of Schedule 40 piping as required by Minnesota Rules Chapter 7080. All sewer lines must be air tested for fifteen minutes at five pounds per square inch. The air test must be witnessed by staff of Horizon Environmental Health. **24 HOUR NOTICE IS NEEDED TO SCHEDULE AN AIR TEST.**
- Individual site sewer connections shall be at least a four-inch diameter sewer riser pipe.
- The sewer connections shall consist of one pipe line only without any branch fittings.
- All materials used for sewer connections shall be corrosive resistant, nonabsorbent, and durable. The inner surface shall be smooth.
- Provisions shall be made for capping the sewer riser pipe when a mobile home or recreational camping vehicle does not occupy the site. Surface drainage shall be directed away from the riser.
- The rim of the riser pipe shall extend at least 4 inches above ground elevation.

Proposed sewer lines and On-Site Sewage Treatment systems from the park boundaries to the risers must be approved by Zoning. An approved On-Site Sewage Treatment System Design Form shall be required **PRIOR** to construction; this form and further information is available from the Douglas County Land & Resource Management Office or Pope Land & Resource Management.

A final sewer inspection shall be required by Horizon Environmental Health. The final sewer inspection shall be conducted by the Minnesota Department of Labor and Industry, Plumbing and Engineering Unit:

Minnesota Department of Labor & Industry
Plumbing & Engineering Unit
443 Lafayette Road North
St. Paul, MN 55155-4343
651-284-5067

<http://www.dli.mn.gov/CCLD/PlanPlumbing.asp>

Storm Shelters:

- A MHP with less than ten manufactured homes must provide a plan for the evacuation and sheltering of the residents of the park in times of severe weather such as tornadoes, high winds, or floods. The shelter or evacuation plan must be developed with the assistance and approval of the municipality where the park is located. The shelter or evacuation plan must be conspicuously posted in the park and the park owner must provide each resident with a copy of the approved shelter or evacuation plan.
- A MHP with ten or more manufactured homes, licensed prior to March 1, 1988 must provide an approved shelter or an approved evacuation plan for the residents of the park in times of high winds or tornadoes. The shelter or evacuation plan must be approved by the municipality. The municipality may require the park owner to construct a shelter if it determines that a safe place of shelter is not available within a reasonable distance from the park. A copy of the municipal approval and the plan must be submitted by the park owner to Horizon Environmental Health. The park owner must provide each resident with a copy of the approved shelter or evacuation plan.
- A MHP with ten or more homes receiving a primary license after March 1, 1988 must provide a storm shelter which meets the minimum standards specified by the commissioner of administration. MHPs established as temporary emergency housing in a disaster area declared by the President of the United States or the governor may provide an approved evacuation plan in lieu of a shelter for a period not exceeding 18 months.

General Requirements:

- An adequate number of fly-tight, watertight and rodent-proof containers must be provided for all garbage and refuse. Garbage must be collected for disposal as often as necessary to prevent nuisance conditions and at least once each week.
- MHPs must be maintained free of accumulations of debris or material which may provide rodent harborage or breeding places for insect pests. Areas in MHPs must be maintained free of growths of noxious weeds.
- All walkways, drives, and commonly used areas in MHPs must be provided with adequate night lighting.
- Bottled gas cylinders must be firmly mounted in an upright position and must not be located within 5 feet of any manufactured home door.
- Fuel oil storage tanks must be securely fastened in place and fuel oil tank stands must be constructed of a noncombustible material. Fuel oil tanks must be located at least 5 feet from any manufactured home exit.
- Domestic animals or pets must not be allowed to run at large or cause any nuisances within a MHP. Any kennels, pens or other facilities provided for animals must be maintained in a sanitary condition.
- A maximum speed limit of 10 miles per hour must be clearly posted at all entrances and throughout the MHP.



Summary of General Requirements for Recreational Camping Areas

Definitions:

- Recreational camping area (RCA), means any area, whether privately or publicly owned, used on a daily, nightly, weekly, or longer basis for the accommodation of five or more tents or recreational camping vehicles free of charge or for compensation. “Recreational camping areas” do not include youth camps, industrial camps, U.S. Forest Service Camps, state forest service camps, state wildlife management areas or state owned public access areas which are restricted in use to picnicking and boat landing, and temporary holding areas for self-contained recreational vehicles created adjacent to motor sports facilities.
- Recreational camping vehicle (RCV), includes the following:
 - Any vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational, and vacation uses;
 - Any structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation, and vacation;
 - Any portable, temporary dwelling to be used for travel, recreation, and vacation, constructed as an integral part of a self-propelled vehicle; and
 - Any folding structure, mounted on wheels designed for travel, recreation, and vacation use.

Recreational Camping Vehicle Spacing:

- There must be 10 feet of open space between the sides of adjacent RCVs and their attachments.
- Minimum size of 2,000 square feet for each RCV.
- All RCVs must be located at least 25 feet from property lines which abut a public street or highway and at least 10 feet from all other property boundary lines.

Garbage and Refuse, Insect and Rodent Control, other things:

- Adequate number of fly tight, watertight and rodent proof containers must be provided for all garbage and refuse. Garbage must be collected for disposal as often as necessary to prevent nuisance conditions and not less than once each week.
- RCAs must be maintained free of accumulations of debris or material which may provide rodent harborage or breeding places for insect pests. RCAs must be maintained free of growths of noxious weeds.
- Domestic animals or pets must not be allowed to run at large or cause any nuisances within a RCA. Any kennels, pens, or other facilities provided for animals must be maintained in a sanitary condition.
- A maximum speed limit of 10 miles per hour must be clearly posted at all entrances and throughout the RCA.

Water Supply:

Basic Design Requirements:

- The system shall be so designed and maintained as to provide a pressure of not less than 20 pounds per square inch under normal operating conditions at service buildings and other locations requiring a potable water supply.
- In mobile home parks and on recreational camping sites provided with individual water service connections, riser pipes shall be so located and constructed that they will not be damaged by the parking of mobile homes or recreational camping vehicles.
- Water riser pipes shall extend at least four inches above the ground elevation and the minimum pipe size shall be three-fourths inch.
- Adequate provisions shall be made to prevent freezing of service lines, valves, and riser pipes.
- If underground stop and waste valves are installed, they shall be at least ten feet from the nearest buried portion of the sewage system.
- Water risers on unoccupied sites shall be valved off.
- There shall be a horizontal distance of at least ten feet between water and sewer pipes.
- There shall be a horizontal distance of at least three feet between water and sewer riser pipes (see figure 1 & 2).
- Water distribution lines must be constructed with approved materials.

All water distribution systems from the park boundaries to the risers must be **PRIOR** approved by the Minnesota Department of Labor and Industry.

All plumbing plan review forms, fees, and blueprints must be sent to the following address:

Minnesota Department of Labor & Industry
Plumbing and Engineering Unit
443 Lafayette Road North
St. Paul, MN 55155-4343
651-284-5067
<http://www.dli.mn.gov/CCLD/PlanPlumbing.asp>

Sewage Disposal, Toilets, and Shower Facilities:

- Toilet and shower facilities must be provided in all campgrounds which harbor any RCV which is not equipped with toilet and bathing facilities, in accordance with the schedule in MN Rules Chapter 4630.0900. Toilet and shower facilities shall be adequately heated, ventilated, and lighted and have durable, washable floors, walls, and ceilings, and meet ADA requirements. Toilet facilities must be provided within 400 feet of any campsite.
- Camping areas harboring RCVs with self contained waste water tanks must provide a sanitary dumping station in the ratio of 1 sanitary station for each 100 sites or fraction thereof.
Sanitary stations must:
 1. Have a concrete apron sloped to drain and around 4” pipe
 2. Have a hinged cover
 3. Provide a visual barrier
 4. Have water access with backflow prevention device and signage not to drink the water
 5. Be located at least 50 feet from any campsite.

Basic Sewage Disposal System Design Requirements:

- All sewage and other water carried wastes shall be discharged into a municipal sewage system which is being operated under a permit issued by the Minnesota Pollution Control Agency whenever such a system is available (i.e., ALASD - Alexandria Lakes Area Sanitary District). When such a system is not available, a sewage disposal system acceptable to the commissioner of health and the Minnesota Pollution Control Agency shall be provided (i.e., On-Site Sewage Treatment System).
- All sewer lines shall be located in trenches of sufficient depth to be free of breakage from traffic or other movements.
- All sewer lines shall be separated from the park water supply system by at least ten feet, unless special acceptable construction of sewer lines is provided.
- All sewer lines shall be constructed of materials approved by the commissioner of health, shall be adequately vented, and shall have water tight joints. All sewer lines shall be constructed of Schedule 40 piping as required by Minnesota Rules Chapter 7080. All sewer lines must be air tested for fifteen minutes at five pounds per square inch. The air test must be witnessed by staff of Horizon Environmental Health. **24 HOUR NOTICE IS NEEDED TO SCHEDULE AN AIR TEST.**
- Individual site sewer connections shall be at least a four-inch diameter sewer riser pipe.
- The sewer connections shall consist of one pipe line only without any branch fittings.
- All materials used for sewer connections shall be corrosive resistant, nonabsorbent, and durable. The inner surface shall be smooth.
- Provisions shall be made for capping the sewer riser pipe when a mobile home or recreational camping vehicle does not occupy the site. Surface drainage shall be directed away from the riser.
- The rim of the riser pipe shall extend at least 4 inches above ground elevation.

Proposed sewer lines and On-Site Sewage Treatment systems from the park boundaries to the risers must be approved by Zoning. An approved On-Site Sewage Treatment System Design Form shall be required **PRIOR** to construction; this form and further information is available from the Douglas County Land & Resource Management Office or Pope County Environmental Services.

A final sewer inspection shall be required by Horizon Environmental Health. The final sewer inspection shall be conducted by the Minnesota Department of Labor and Industry, Plumbing and Engineering Unit:

Minnesota Department of Labor & Industry

Plumbing & Engineering Unit

443 Lafayette Road North

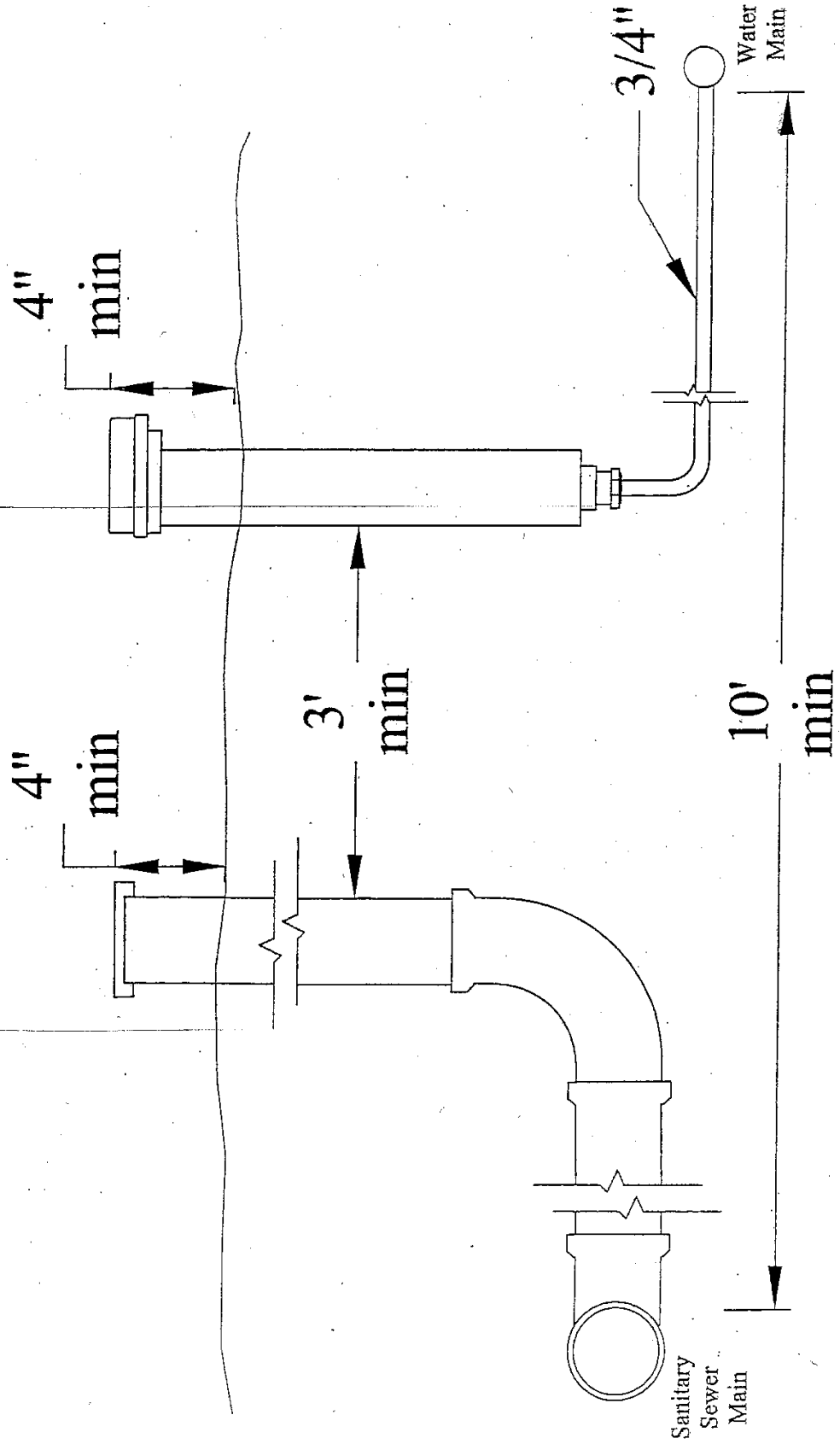
St. Paul, MN 55155-4343

651-284-5067

<http://www.dli.mn.gov/CCLD/PlanPlumbing.asp>

Figure 1

Service Connection Detail

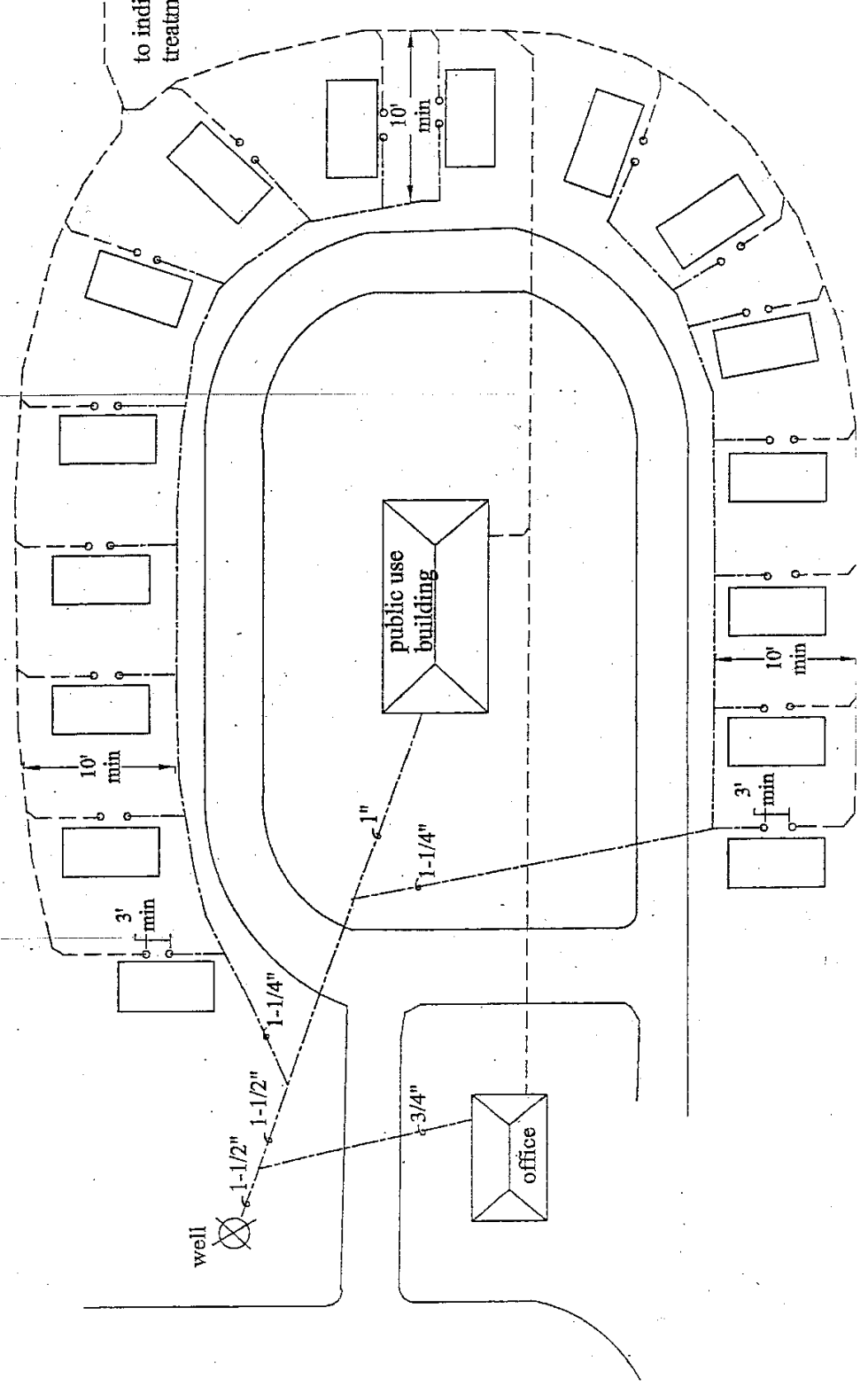


Site Plan (sample)

4" sanitary sewer
ASTM D2665

water service line
ASTM D2239

to individual sewage
treatment system





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Cross-Connection Control For Individual Water Service Connections At Recreational Camping Areas

Minnesota Statutes 144.3855 (Laws of Minnesota 2007 Chapter 24)

“To meet cross-connection control requirements, as defined in Minnesota Rules, parts 4715.1920 and 4720.0025, the use of a hose connection backflow preventer and hose connection vacuum breaker, not rated for continuous use, are permitted at individual water supply connections in recreational camping areas as defined in section 327.14, subdivision 8”.

All hose bibs at **individual campsites** in recreational camping areas must, at a minimum, be protected by a backflow preventer or vacuum breaker. If no cross connection control device is in place at a campsite, the enforcement authority must require one. The minimum acceptable rating of the cross connection control device is ASSE 1011. An ASSE 1052 is preferred, but not required.

This change does not affect cross-connection control requirements at other locations within a recreational camping area, such as central shower buildings, dump stations, etc.

The intent of this legislation is to allow the use of hose connection backflow preventers and vacuum breakers at **individual campsites** in recreational camping areas, rather than a device rated for continuous pressure (ASSE 1012), which is more appropriate for situations involving a direct connection to a recreational vehicle.

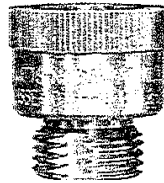
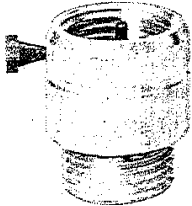
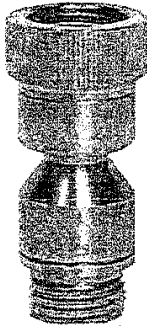
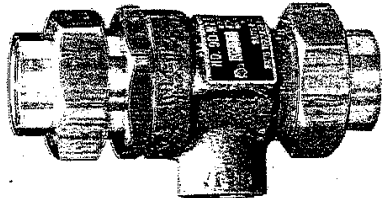
The enforcing authority may not require or enforce the use of a more protective cross-connection control device than a hose connection backflow preventer or vacuum breaker at **individual campsites**, regardless of requirements in the plumbing code, or manufacturers rating.

For More Information

For more information about cross connections at noncommunity public water supplies contact the MDH Noncommunity Public Water Supply Unit at 651-201-4700.

Cross Connection Control

for Individual Water Service Connections at Recreational Camping Areas

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <p>ASSE Standard 1011 Vacuum Breaker – Hose Connection</p> <ul style="list-style-type: none"> • Non-field testable • <u>Required for all RV connection sites</u> • Can be used for back-siphonage • Not rated for continuous pressure • Can manually winterize |  <p style="text-align: center;">Non-Removable</p> |  <p style="text-align: center;">Removable</p> |
| <p>ASSE Standard 1052 Vacuum Breaker – Hose Connection</p> <ul style="list-style-type: none"> • Field testable • Required for <u>all other</u> threaded hosebibbs, without integral backflow preventers • Can be used for low, moderate, or high hazard applications • Can be used for back-siphonage and <u>low head (10 feet) backpressure applications</u> • Can manually winterize |  <p style="text-align: center;">Non-Removable</p> | |
| <p>ASSE Standard 1012 Dual Check Valve With Intermediate Atmospheric Vent (DCVIAV)</p> <ul style="list-style-type: none"> • Field Testable • In-line connection • To be used for low or moderate hazard with small pipe sizes • Protects against backpressure or back-siphonage • <u>Can be used under continuous pressure</u> • Can manually winterize • Removable union connections | <p>MN State Plumbing Code identified device</p>  <p style="text-align: center;">Non-Removable</p> | |



Cross-Connection Control for Individual Water Service Connections at Recreational Camping Areas

Minnesota Statutes 144.3855 (Laws of Minnesota 2007 Chapter 24)

“To meet cross-connection control requirements, as defined in Minnesota Rules, parts 4715.1920 and 4720.0025, the use of a hose connection backflow preventer and hose connection vacuum breaker, not rated for continuous use, are permitted at individual water supply connections in recreational camping areas as defined in section 327.14, subdivision 8”.

All hose-bibs at **individual campsites** in recreational camping areas must, at a minimum, be protected by a backflow preventer or vacuum breaker. If no cross connection control device is in place at a campsite, the enforcement authority must require one. The minimum acceptable rating of the cross connection control device is ASSE 1011. An ASSE 1052 is preferred, but not required.

This change does not affect cross-connection control requirements at other locations within a recreational camping area, such as central shower buildings, dump stations, etc.

The intent of this legislation is to allow the use of hose connection backflow preventers and vacuum breakers at **individual campsites** in recreational camping areas, rather than a device rated for continuous pressure (ASSE 1012), which is more appropriate for situations involving a direct connection to a recreational vehicle.

The enforcing authority may not require or enforce the use of a more protective cross-connection control device than a hose connection backflow preventer or vacuum breaker at **individual campsites**, regardless of requirements in the plumbing code, or manufacturers rating.

For More Information

For more information about cross connections at noncommunity public water supplies contact the MDH Noncommunity Public Water Supply Unit at 651/201-4700.



Minnesota Department of Health
Environmental Health Division
Noncommunity Public Water Supply Unit
P.O. Box 64975
St. Paul, MN 55164-0975



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CHAPTER 4630
DEPARTMENT OF HEALTH
Manufactured Home Parks/Recreational Camping Areas

4630.0200 LOCATION.

No mobile home park or recreational camping area shall be so located that drainage from the park or camp area will endanger any water supply. All such parks and camps shall be well drained and no portion of the park or camp shall be located in an area subject to flooding. No waste water from mobile homes or recreational camping vehicles shall be deposited on the surface of the ground.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.0300 CARETAKER.

A responsible attendant or caretaker shall be in charge of every mobile home park or recreational camping area at all times and the duty of said attendant or caretaker shall be to maintain the park, its facilities, and equipment in a clean, orderly, and sanitary condition. The caretaker or attendant shall be the owner or operator of the park or camping area, or that person's appointed representative.

STAT AUTH: MS s [327.10](#) to [327.28](#)
HIST: 17 SR 1279

4630.0400 MOBILE HOME AND RECREATIONAL CAMPING VEHICLE SPACING.

No mobile home shall be parked closer than three feet to the side lot lines of a mobile home park if the abutting property is improved property or closer than ten feet to a public street or alley. Each individual mobile home site shall abut or face on a driveway or clear unoccupied space of not less than 16 feet in width, which space shall have unobstructed access to a public highway or alley. There shall be an open space of at least ten feet between the sides of adjacent mobile homes including their attachments, and at least three feet between mobile homes when parked end to end. The space between mobile homes may be used for parking of motor vehicles or other property provided such vehicle or other property be parked at least ten feet from the nearest adjacent mobile home position.

All new mobile home parks constructed after July 1, 1970, and additions to existing mobile home parks constructed after July 1, 1970, shall allot the following minimum site sizes for each mobile home: 4,000 square feet if sewage from the park is discharged into a soil absorption system; 2,800 square feet if any other acceptable method of sewage disposal is used.

In recreational camping areas, recreational camping vehicles shall be separated from each other and from other structures by at least ten feet. Any accessory structure such as attached awnings, car ports, or individual storage facilities, shall, for the purpose of this separation requirement, be considered to be part of the recreational camping vehicle. A minimum site size of 2,000 square feet shall be provided for each

recreational camping vehicle in camping areas constructed after July 1, 1970. All recreational camping vehicles shall be located at least 25 feet from any camping area property boundary line abutting upon a public street or highway and at least ten feet from other park property boundary lines.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.0500 DOMESTIC ANIMALS.

No domestic animals or house pets shall be allowed to run at large or commit any nuisances within the limits of a mobile home park or recreational camping area. Any kennels, pens, or other facilities provided for such pets shall be maintained in a sanitary condition at all times.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.0600 WATER SUPPLY.

Subpart 1. **Requirement.** An adequate supply of water of safe, sanitary, and potable quality shall be provided in each mobile home park and recreational camping area. Water supplies must meet the requirements of chapter 4720 for public water supplies, or chapter 4725 for wells.

Subp. 2. **Minimum supply.** In mobile home parks, the water supply shall be capable of supplying a minimum of 150 gallons per day per mobile home, and in recreational camping areas, the water supply shall be capable of supplying 50 gallons per site per day for all sites lacking individual water connections, and 100 gallons per site per day for all spaces provided with individual water connections.

Subp. 3. **Location.** In recreational camping areas, water from the drinking water supply shall be available within at least 400 feet of every campsite.

Subp. 4. **Design.** All water storage reservoirs shall be covered, watertight, and constructed of impervious material. Overflows and vents of such reservoirs shall be effectively screened. Manholes shall be constructed with covers which will prevent the entrance of foreign material. The system shall be so designed and maintained as to provide a pressure of not less than 20 pounds per square inch under normal operating conditions at service buildings and other locations requiring a potable water supply. In mobile home parks and on recreational camping sites provided with individual water service connections, riser pipes shall be so located and constructed that they will not be damaged by the parking of mobilehomes or recreational camping vehicles. Water riser pipes shall extend at least four inches above the ground elevation and the minimum pipe size shall be three-fourths inch. Adequate provisions shall be made to prevent freezing of service lines, valves, and riser pipes. If underground stop and waste valves are installed, they shall be at least ten feet from the nearest buried portion of the sewage system. Water risers on unoccupied sites shall be valved off. There shall be a horizontal distance of at least ten feet between water and sewer riser pipes; provided, that where the sewer riser is constructed of cast iron pipe and the water riser is constructed of copper pipe, the distance between may be less than ten feet. The commissioner shall grant a variance to subparts 2 to 4 only according to the procedures and criteria specified in parts [4717.7000](#) to [4717.7050](#).

STAT AUTH: MS s [103I.101](#); [103I.221](#); [103I.301](#); [103I.621](#); [144.05](#); [144.12](#); [144.383](#); [157.04](#); [157.08](#); [157.09](#); [157.13](#); [327.10](#) to [327.28](#)

HIST: L 1977 c 305 s 39; 17 SR 2773

4630.0700 PLUMBING.

All systems of plumbing in mobile home parks and recreational camping areas shall be installed in accordance with the rules of the commissioner of health and the provisions of chapter 4715, the Minnesota Plumbing Code.

STAT AUTH: MS s [327.10](#) to [327.28](#)
HIST: L 1977 c 305 s 39

4630.0800 SEWAGE DISPOSAL.

Subpart 1. **Discharge.** All sewage and other water carried wastes shall be discharged into a municipal sewage system which is being operated under a permit issued by the Minnesota Pollution Control Agency whenever such a system is available. When such a system is not available, a sewage disposal system acceptable to the commissioner of health and the Minnesota Pollution Control Agency shall be provided. All sewer lines shall be located in trenches of sufficient depth to be free of breakage from traffic or other movements and shall be separated from the park water supply system by at least ten feet, unless special acceptable construction of sewer lines is provided.

Subp. 2. **Location and construction of sewer lines.** All sewer lines shall be constructed of materials approved by the commissioner of health, shall be adequately vented, and shall have water tight joints. Individual site sewer connections shall be at least a four-inch diameter sewer riser pipe. The sewer connections shall consist of one pipe line only without any branch fittings. All joints shall be water tight. All materials used for sewer connections shall be corrosive resistant, nonabsorbent, and durable. The inner surface shall be smooth. Provisions shall be made for capping the sewer riser pipe when a mobile home or recreational camping vehicle does not occupy the site. Surface drainage shall be directed away from the riser; the rim of the riser pipe shall extend at least 4 inches above ground elevation.

Subp. 3. **Compliance with Pollution Control Agency standards.** Systems of sewage disposal utilizing the discharge of effluents to bodies of surface water must receive the approval and comply with the water quality and effluent standards and system design criteria established by the Minnesota Pollution Control Agency. All systems utilizing soil absorption for final disposal of effluent shall comply with and receive the approval of the commissioner of health. No soil absorption system shall be installed in soil which has a percolation rate of less than one inch in 60 minutes, or where the groundwater table rises to within four feet of the bottom of a proposed absorption pit or trench, or where such system shall adversely affect the ground water used for potable water supplies. All buried portions of a sewage disposal system shall be located at least 50 feet horizontally from the ordinary high water level of any body of surface water.

STAT AUTH: MS s [327.10](#) to [327.28](#)
HIST: L 1977 c 305 s 39

4630.0900 TOILET, BATHING, AND LAUNDRY FACILITIES.

In dependent mobile home parks and recreational camping areas which harbor mobile homes and recreational camping vehicles which are not equipped with toilet and bathing facilities, one or more central buildings shall be provided equipped with such facilities. The number of fixtures shall be in accordance with the following schedule:

| Number of Dependent Sites | Toilets | | Urinals | Lavatories | | Showers | |
|------------------------------|---------|-------|---------|------------|-------|---------|-------|
| | Men | Women | Men | Men | Women | Men | Women |
| 1-15 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 16-30 | 1 | 2 | 1 | 2 | 2 | 1 | 1 |
| 31-45 | 2 | 2 | 1 | 3 | 3 | 1 | 1 |
| 46-60 | 2 | 3 | 2 | 3 | 3 | 2 | 2 |
| 61-80 | 3 | 4 | 2 | 4 | 4 | 2 | 2 |
| 81-100 | 3 | 4 | 2 | 4 | 4 | 2 | 2 |
| 101-130 | 4 | 5 | 3 | 5 | 5 | 3 | 3 |
| 131-160 | 5 | 6 | 3 | 6 | 6 | 4 | 4 |
| 161-190 | 6 | 7 | 3 | 7 | 7 | 4 | 4 |
| 191-220 | 7 | 8 | 4 | 8 | 8 | 5 | 5 |
| 221-250 | 8 | 9 | 4 | 9 | 9 | 5 | 5 |
| 251-280 | 9 | 10 | 4 | 10 | 10 | 6 | 6 |
| 281-310 | 10 | 11 | 5 | 11 | 11 | 6 | 6 |
| 311-340 | 11 | 12 | 5 | 12 | 12 | 7 | 7 |
| 341-370 | 12 | 13 | 5 | 13 | 13 | 7 | 7 |
| 371-400 | 13 | 14 | 6 | 14 | 14 | 8 | 8 |

Provided, that in primitive recreational camping areas only, the toilet facilities shall be required in the above ratio.

Privies and other toilets not connected to water-carried systems may be used in recreational camping areas when approved by the commissioner of health.

In recreational camping areas or dependent mobile home parks where laundry and bathing facilities are provided, such facilities shall be in buildings which are well constructed with adequate heating and ventilation, good lighting, and floors of impervious material sloped to drain. Walls shall be of washable material. There shall be no exposed studs or rafters.

Toilet facilities shall not be more than 400 feet from the furthest site to be served and shall be plainly marked according to sex. In conjunction with bathing facilities, there shall be provided a dressing area or dressing compartment, the floor of which shall be impervious and well drained. Mats, grids, and walkways made of cloth or other absorbent material shall not be used, provided that single-service mats may be used. Where clothes drying lines are provided, they shall be located in areas out of regular pedestrian traffic patterns and where they will generally not be a hazard to the safety to the occupants of the camping area. No laundry trays, washing machines, dryers, or extractors shall be located in any toilet, bath, or dressing room.

Recreational camping areas accommodating recreational camping vehicles having a self contained liquid waste system with a waste reservoir shall provide a sanitary station for the disposal of waste water. Such sanitary stations shall be equipped with a four-inch sewer riser pipe, surrounded at the inlet by a concrete apron sloped towards the inlet drain, and provided with a suitable hinged cover. A water outlet, with the necessary appurtenances connected to the camp water supply system, shall be provided to permit periodic washdown of the immediate adjacent areas. Each recreational camping area accommodating self-contained recreational camping vehicles shall provide sanitary stations in the ratio of one for every 100 recreational camping vehicle sites or fraction thereof. Sanitary dumping stations shall be screened from other activities by visual barriers such as fences, walls, or natural growth and shall be separated from any recreational camping vehicle site by a distance of at least 50 feet. Final disposal of sewage from such dumping stations shall be by a method acceptable to the commissioner of health and Minnesota Pollution Control Agency.

4630.1000 BARBECUE PITS, FIREPLACES, STOVES, AND INCINERATORS.

In mobile home parks and recreational camping areas, cooking shelter, barbecue pits, fireplaces, wood-burning stoves, and incinerators shall be so located, constructed, maintained, and used as to minimize fire hazards and smoke nuisance both on the property on which used and on neighboring property. Incinerators shall be of a type acceptable to the Minnesota Pollution Control Agency. No open fire shall be permitted except in facilities provided. No open fire shall be left unattended. No fuel shall be used or no material burned which emits dense smoke or objectionable odors.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1100 HANDLING AND DISPOSAL OF GARBAGE AND REFUSE.

The storage, collection, and disposal of refuse and garbage in the mobile home parks and recreational camping areas shall be so conducted as to create no health hazards, rodent harborage, insect breeding areas, accident or fire hazards, or air pollution. All refuse and garbage shall be stored in fly-tight, watertight, rodent-proof containers which shall be located convenient to any mobile home site. In recreational camping areas, garbage and refuse containers shall be provided on the ratio of at least one for every four sites.

Refuse and garbage collection shall be made at least twice each week and more often where necessary to prevent nuisance conditions. Final disposal of refuse and garbage by landfill methods shall be accomplished in accordance with the criteria and standards established by the Minnesota Pollution Control Agency.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1200 INSECT AND RODENT HARBORAGE AND INFESTATION CONTROL.

Mobile home parks and recreational camping areas shall be maintained free of accumulations of debris which may provide rodent harborage or breeding places for flies, mosquitoes, and other pests. Storage areas shall be so maintained as to prevent rodent harborage. Lumber, pipe, and other building materials shall be stored at least one foot above the ground. Areas shall be so maintained as to prevent the growth of ragweed, poison ivy, poison oak, poison sumac, and other noxious weeds considered detrimental to health.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1300 NIGHT LIGHTING.

The walkways, drives, and other used portions of mobile home parks shall be lighted during the hours of darkness.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1400 COMMUNITY KITCHEN AND DINING ROOMS.

When community kitchens and dining rooms are provided, such facilities and equipment shall be maintained in a clean and sanitary condition at all times, and shall be constructed and equipped in compliance with state laws and rules applicable to food-handling establishments.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1500 BOTTLED GAS.

Where bottled gas is used, the container shall be firmly connected to the appliance by tubing of copper or other suitable metallic material. Cylinders containing bottled gas shall not be located within five feet of any mobile home or recreational camping vehicle door. The container shall not be installed or stored even temporarily inside any mobile home or recreational camping vehicle. No container may be permitted to stand free, but must be firmly mounted in an upright position.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1600 FUEL OIL SUPPLY SYSTEMS.

All piping from outside fuel storage tanks or cylinders to mobile homes or recreational camping vehicles shall be permanently installed and securely fastened in place. All fuel oil storage tanks or cylinders shall be securely fastened in place and shall not be located inside or beneath any mobile home or recreational camping vehicle or less than five feet from any mobile home or recreational camping vehicle exit. All fuel oil containers shall be mounted upon a stand or rack constructed of a noncombustible material.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1700 FIRE PROTECTION.

Fire protection shall be provided in accordance with the requirements of the state fire marshal.

STAT AUTH: MS s [327.10](#) to [327.28](#)

4630.1800 [Repealed, 15 SR 1597]

4630.1801 VARIANCE TO RULES RELATING TO MOBILE HOME PARKS AND RECREATIONAL CAMPING AREAS.

The commissioner shall grant a variance to parts [4630.0400](#); [4630.0600](#), subparts 2 to 4; and [4630.0900](#) to [4630.1700](#) only according to the procedures and criteria specified in parts [4717.7000](#) to [4717.7050](#).

STAT AUTH: MS s [14.05](#); [103I.101](#); [103I.221](#); [103I.301](#); [103I.621](#); [144.05](#); [144.12](#); [144.383](#); [157.04](#); [157.08](#); [157.09](#); [157.13](#)

HIST: 15 SR 1597; 17 SR 2773

4630.1900 LICENSING; DEFINITIONS.

Subpart 1. **Scope.** The following definitions apply to parts 4630.1900 to [4630.2210](#).

Subp. 1a. **Category A site.** "Category A site" means any manufactured home park or recreational camping area that meets one or more of the following conditions:

- A. has a public swimming pool;
- B. draws its drinking water from a surface water supply; or
- C. has 50 or more sites.

Subp. 1b. **Category B site.** "Category B site" means any manufactured home park or recreational camping area that is not a category A site.

Subp. 2. **Primary license.** "Primary license" means the initial license issued to the first person, firm, partnership, corporation, or other business association to establish and maintain, conduct, or operate a mobile home park or recreational camping area at any one location.

Subp. 3. **Renewal license.** "Renewal license" means a license issued to the person, firm, partnership, corporation, or other business association operating a previously licensed mobile home park or recreational camping area.

STAT AUTH: MS s [144.05](#); [144.12](#); [144.122](#); [157.045](#); [327.10](#) to [327.28](#)
HIST: 15 SR 1296

4630.2200 LICENSE RENEWALS.

License renewals shall be obtained on an annual or semiannual basis. All license renewal applications shall be submitted to the commissioner of health on forms provided by it no later than December 31 of the year preceding the year for which application is made.

STAT AUTH: MS s [327.10](#) to [327.28](#)
HIST: L 1977 c 305 s 39

4630.2210 INSPECTION FREQUENCY.

Category A sites must be inspected at least once a year. Category B sites must be inspected at least once every two years.

STAT AUTH: MS s [144.05](#); [144.12](#); [144.122](#); [157.045](#); [327.16](#)
HIST: 15 SR 1296



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2015 Fee Schedule

| Base Fee | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| Base Fee – All Establishments (except Special Events) | \$220.00 |
| Food/Beverage Fees | |
| Limited Food Menu | \$ 75.00 |
| Small Food Establishment | \$135.00 |
| Medium Food Establishment | \$350.00 |
| Large Food Establishment | \$605.00 |
| Additional Food Service | \$150.00 |
| Alcohol Service | \$185.00 |
| Food Cart | \$ 75.00 |
| Mobile Food Unit | \$ 75.00 |
| Seasonal Permanent Food Stand | \$ 75.00 |
| Seasonal Temporary Food Stand | \$ 75.00 |
| Lodging Fees | |
| Lodging Establishment | \$11.00/ unit (maximum fee of \$1100.00) |
| Public Pool Fees | |
| Public Swimming Pool | \$240.00/pool |
| Spa Pool | \$145.00/spa |
| Mobile Home Park/Recreational Camping Area Fees | |
| 49 sites or less (Category B) | \$ 4.25/site |
| 50 sites or more, or have a swimming pool or surface water supply (Category A) | \$ 6.00/site |
| Individual Water (Well)/Sewer Fees | |
| Individual Water (well) and/or Sewer (not municipal) | \$ 75.00 |
| Late Penalty Fees | |
| Late Penalty Fee – from end of county business day December 1 through end of county business day December 31 | \$100.00 |
| Late Penalty Fee – after December 31 end of county business day <i>*Late fees not paid by end of county business day on December 31 shall be subject to interest accumulation at 1.5% per month</i> | \$300.00 |

| Special Event Fees | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Special Event Food Stand Fee (3 events per calendar year, only one special event application allowed per organization per year): <div style="text-align: right;"> Single event ► \$ 35.00 Up to 3 total events (not to exceed 10 total days) ► \$ 5.00 per additional event </div> | |
| Special Event Cook-Offs Exemption: Chili or soup served at a chili or soup cook-off fundraiser conducted by a community based nonprofit organization <div style="text-align: right;"> Base fee ► <u>For-Profit</u> \$ 35.00 <u>Non-Profit</u> \$ 35.00 Per contestant ► \$ 10.00 No fee </div> | |
| Special Event Recreational Camping Area (2 events per calendar year) <div style="text-align: right;"> Fee includes plan review fee plus first 15 sites ► \$195.00 16 – 49 sites ► \$195.00+\$4.00/additional site 50 sites and over ► \$195.00+\$5.75/additional site </div> | |
| Late Penalty Fee (special event applications not received at least 14 days prior to event) | \$ 25.00 |
| Fee for Operating Without a License | \$ 75.00 |

| Plan Review Fees | |
|-----------------------------------------------------------------------|----------|
| New Construction | \$520.00 |
| All other (remodeling, limited food service, mobile food units, etc.) | \$345.00 |

| | |
|-----------------------------------------|----------|
| 2nd School Inspection | \$250.00 |
|-----------------------------------------|----------|

| Reinspection Fees | |
|--------------------------------------------------|-------------------------------------|
| 1 st Reinspection | \$ 75.00 |
| 2 nd Reinspection | \$150.00 |
| 3 rd Reinspection | \$300.00 |
| Reinspection following administrative conference | 75% of establishment's license fee |
| Reinstate license after suspension or revocation | 100% of establishment's license fee |

| | |
|-------------------------|---------------------------|
| Variance Request | \$100.00 (non-refundable) |
|-------------------------|---------------------------|

| | |
|-----------------------------------------------|---------------|
| Consultation Fee (Inservice/Education) | \$ 50.00/hour |
|-----------------------------------------------|---------------|