

## CHAPTER 14

### MOBILE HOMES AND MOBILE HOME PARKS

#### Part 1

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## Part 1

### General Regulations

#### **§101. Mobile Homes and Mobile Home Parks to Conform to Regulations.**

No person shall construct, alter or extend, operate or occupy any mobile home park, or locate or occupy any mobile home within the Borough of Gettysburg except as provided for in this Part 1. (Ord. 859-72, 9/11/1972)

#### **§102. Definitions.**

1. License — written approval, in whatever form, as issued by the Borough of Gettysburg, annually, authorizing a person to operate and maintain a mobile home park.
2. Mobile Home — a transportable, single-family dwelling intended for permanent occupancy, office or place of assembly contained in one unit, or in two units designed to be joined into one integral unit capable of again being separated for repeated towing, which arrives at a site complete and ready for occupancy except for minor and incidental unpacking and assembly operations and constructed so that it may be used without a permanent foundation.
3. Mobile Home Lot — a parcel of land in a mobile home park, improved with the necessary utility connections and other appurtenances necessary for the erections thereon of a single mobile home, which is leased by the park owner to the occupants of the mobile home erected on the lot.
4. Mobile Home Park — a parcel of land under single ownership which has been planned and improved for the placement of mobile homes for nontransient use, consisting of two or more mobile home lots.
5. Person — any individual, firm, trust, partnership, public or private association or corporation, or other entity.
6. Recreational Vehicle — a vehicle without motive power which may be towed on the public highways by a passenger automobile without a special hauling permit and which is designed for human occupancy under transient circumstances, such as camping, travel or other recreation, sometimes variously known as a “travel trailer” or a “camping trailer”.
7. Service or Recreational Building — a structure housing operational office, recreational, park maintenance and other facilities built to conform to required local standards.

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8. Street (public) — a strip of land, including the entire right of way, intended for use as a means of vehicular and pedestrian circulation.
  - A. Local Street — a minor street used primarily to provide access to abutting properties.
  - B. Collector Street — a major street or highway which carries traffic from local streets to arterial streets including the principal entrance streets of a residential development and streets for circulation within such a development.

(Ord. 859-72, 9/11/1972, §1)

### **§103. Permits for Mobile Home Park Construction, Alteration or Extension.**

1. Permits Required. It shall be unlawful for any person to construct, alter or extend any mobile home park within the limits of Gettysburg Borough unless a valid permit has been issued by the Pennsylvania Department of Environmental Resources in the name of such person for the specific construction, alteration or extension proposed, and also a building permit issued by the Borough.
2. Application to the Pennsylvania Department of Environmental Resources. All applications for permits shall be made by the owner of the mobile home park or his authorized representative to the Department of Environmental Resources in accordance with their rules and regulations concerning mobile home parks.
3. Application to Borough. A copy of the application submitted to the Pennsylvania Department of Environmental Resources shall be concurrently filed with the Borough Planning Commission and Borough Building Inspector, using a form furnished by the Borough for a permit to construct, alter or extend a mobile home park in the Borough. Such application shall be accompanied by a plan at a scale not smaller than one inch equaling 50 feet and containing the following information:
  - A. All information as required by the Pennsylvania Department of Environmental Resources
  - B. Name of mobile home park
  - C. Name of the municipality
  - D. Date of plan preparation
  - E. Graphic scale
  - F. Name and address of firm preparing plan
  - G. North point

- H. Name and address of owner of record and/or applicant
- I. Site data:
  - (1) Number of mobile home spaces
  - (2) Number of acres
  - (3) Zoning district
  - (4) Density per acre
  - (5) Number of off-street parking spaces
- J. Location map
- K. All lot and property lines
- L. Location and dimension of pedestrian ways
- M. Location of off-street parking spaces
- N. Location of bench mark and datum used
- O. Location of proposed monuments and markers
- P. Location and dimension of streets with complete curve data on center lines
- Q. Typical cross-section of all roads
- R. Street center line profiles
- S. Location of all utilities and easements
- T. Location, dimensions, and use of all service and accessory structures
- U. Location of proposed recreation areas
- V. Location and dimension of all mobile home stands
- W. Location of all plantings and landscaping
- X. Location and type of waste containers
- Y. Location of all fire extinguishers

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- Z. Engineer's or surveyor's seal with certification that survey and plan are correct
- AA. Block for approval by Planning Commission
- BB. Block for approval by Borough Council
- 4. Inspection and Issuance of Permit. Upon receipt of such application, the Building Inspector together with the Borough Planning Commission shall inspect the applicant's plans and site to determine compliance with the provisions of this Part. After favorable determination, the Building Inspector shall issue a building permit.
- 5. Fees. Each application for a permit shall be accompanied by an inspection fee of \$25. Such fee shall be required whether or not the application is approved.

(Ord. 859-72, 9/11/1972, §2)

### **§104. Registration and Licensing for Mobile Home Park Operation.**

- 1. License Required. It shall be unlawful for any person to operate any mobile home park within the limits of the Borough unless he holds a certificate of registration issued annually by the Pennsylvania Department of Environmental Resources and a license issued annually by the Borough.
- 2. Renewal Licenses. Annual licenses shall be issued by the Borough Building Inspector upon the furnishing of proof by the applicant that his park meets the standards prescribed by the Pennsylvania Department of Environmental Resources and this chapter.
- 3. Application to Borough for License. Applications for initial or renewal licenses to operate a mobile home park shall be made, in writing, to the Borough Building Inspector, using a form furnished by the Borough. All such applications shall be accompanied by a fee of \$15 and shall contain any change in the information submitted since the original license was issued or latest renewal issued.
- 4. Transfer of Ownership. Every person holding a certificate and license shall file with the Pennsylvania Department of Environmental Resources and the Borough Building Inspector, 30 days in advance, a written notice of an intent to sell, transfer, give away, or otherwise dispose of, interest in or control of any mobile home park. If the certificate of registration and license is transferred by the Pennsylvania Department of Environmental Resources, proof of such transfer shall be furnished to the Building Inspector.
- 5. Suspension. Whenever, upon inspection of any mobile home park, it is determined that conditions or practices exist which are in violation of any provision of this Part, or of any regulations adopted pursuant thereto, the Building Inspector shall

give written notice to the person to whom the certificate of registration and license was issued, advising him that unless such conditions or practices are corrected within a reasonable period of time specified in the notice, the license to operate in the Borough shall be suspended. At the end of such period, such mobile home park shall be inspected and if such conditions or practices have not been corrected, and the licensee has not requested a hearing, the Building Inspector shall suspend the license and give notice, in writing, of such suspension to the person to whom the certificate and license is issued.

(Ord. 859-72, 9/11/1972, §3)

### **§105. Inspections of Mobile Home Parks.**

The Borough Building Inspector or other authorized Borough representative may inspect a mobile home park periodically to determine compliance with this Chapter. As a result of such inspection, the Building Inspector may give notice for any violations of this Part. (Ord. 859-72, 9/11/1972, §4)

### **§106. Park Construction Requirements.**

1. Site Location. The location of all mobile home parks shall comply with the following minimum requirements:
  - A. Free from adverse influence by swamps, marshes, garbage or rubbish disposal areas or other potential breeding places for insects or rodents.
  - B. Not subject to flooding.
  - C. Not subject to any hazard or nuisance, such as excessive noise, vibration, smoke, toxic matter, heat, odor, glare, etc.
2. Site Drainage
  - A. The ground surface in all parts of a park shall be graded and equipped to drain surface water in a safe, efficient manner. Where necessary, storm sewers, culverts, and related facilities shall be provided to permit the unimpeded flow of natural watercourses and to insure the adequate drainage of all locations within the park.
  - B. A drainage plan shall be prepared and submitted for review and approval by the Borough prior to the granting of a permit for any mobile home park.
  - C. All storm water facilities shall be kept completely separate from any sanitary waste facilities.
3. Soil and Ground Cover Requirements

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- A. Ground surfaces in all parts of every park shall be paved or planted with a vegetative growth that is capable of preventing soil erosion and the emanation of dust during dry weather.
  - B. Park ground shall be maintained free of vegetative growth which is poisonous or which may harbor rodents, insects, or other pests.
4. Park Areas for Nonresidential Uses
    - A. No part of any park shall be used for nonresidential purposes, except such uses that are required for recreation, direct servicing, management or maintenance of the park and its residents.
    - B. Nothing contained in this section shall be deemed as prohibiting the sale of a mobile home located on a mobile home lot and connected to utilities.
5. Setbacks, Buffer Strips and Screening
    - A. Mobile homes shall be located at least 60 feet from the center line of any abutting existing or proposed public local street, 70 feet from the center line of any abutting existing or proposed public collector street, and 25 feet from any other park property boundary lines.
    - B. There shall be a minimum distance of 25 feet between an individual mobile home, including accessory structures attached thereto, and adjoining pavement of a park street, or common parking area or other common areas and structures.
    - C. Mobile home parks located adjacent to any industrial or commercial land use shall be required to provide a screen planting (trees, shrubs) along the property boundary line separating the park and such adjacent use.
6. Placement of Mobile Homes
    - A. Mobile homes, including any additions or accessory structures attached thereto, shall be separated from each other and from other buildings and structures by at least 20 feet on all sides.
    - B. All mobile homes shall be properly placed upon a mobile home stand and securely fastened to the foundation.
    - C. An enclosure of compatible design and material shall be erected around the entire base of each mobile home. Such enclosure shall provide sufficient ventilation to inhibit decay and deterioration of the structure.
7. Park Street System

- A. A safe and convenient vehicular access shall be provided from abutting public streets or roads.
  - B. The entrance road, or area, connecting the park with a public street or road shall have a minimum pavement of 35 feet.
  - C. Other internal streets shall be as follows:
    - (1) Where parking is permitted on both sides, a minimum width of 35 feet will be required.
    - (2) A minimum pavement width of 28 feet will be required where parking is limited to one side.
    - (3) Dead-end streets shall be provided at the closed end with a paved turnaround having an outside diameter of at least 60 feet.
  - D. All parks shall be furnished with lighting units so spaced and equipped with luminaries placed at such mounting heights as will provide average levels of illumination for the safe movement of pedestrians and vehicles at night.
  - E. All streets shall be constructed in accordance with Borough specifications applicable to streets in conventional developments.
  - F. Grades of all streets shall be sufficient to insure adequate surface drainage but shall be not more than 8%.
  - G. Within 100 feet of an intersection, streets shall be at approximately right angles. A distance of at least 150 feet shall be maintained between center lines of offset intersecting streets. Intersections of more than two streets at one point shall be avoided.
  - H. All streets within a mobile home park shall be privately owned and maintained.
8. Off-Street Parking Areas. A paved off-street parking space for one motor vehicle shall be provided at each mobile home lot plus an additional space for each four lots to provide for guest parking, delivery and service vehicles, etc.
9. Walks
- A. All mobile home parks shall be provided with pedestrian walks on both sides of the street. Such walks shall be at least 3-1/2 feet in width.
  - B. All mobile home lots shall be connected to a pedestrian walk with an individual walk at least two feet in width.

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- C. All pedestrian walks shall be constructed according to Borough specifications.
10. Mobile Home Lots
- A. All lots shall abut and be accessible from a park street.
  - B. Mobile home lots within the park shall have a minimum area of 5,000 square feet.
  - C. The total number of lots in a park shall not exceed an average density of seven per acre.
  - D. Each mobile home lot shall be improved to provide a hard-surfaced mobile home stand and adequate frost-free foundation for the placement of the mobile home unit. All such stands shall be located to provide for a minimum of 25 feet between the mobile home and the park street edge of pavement.
11. Recreation Areas
- A. In all mobile home parks a recreation area, or areas, with suitable facilities shall be maintained within the park for the use of all park residents.
  - B. Land required for such recreation areas shall not be less than 10% of the gross area of the mobile home park.

(Ord. 859-72, 9/11/1972, §5)

### **§107. Water Supply.**

1. General. All mobile home parks shall connect to the public water supply system and every mobile home, service building, and other accessory facilities shall use water from the public system exclusively. All such proposed water supply facilities shall be approved by the Gettysburg Municipal Authority.
2. Individual Connections
  - A. Individual water riser pipes having an inside diameter of no less than 1/2 inch shall be provided on each mobile home stand and shall terminate no less than four inches above the ground level.
  - B. Adequate provisions shall be made to prevent freezing of service lines, valves and riser pipes and to protect risers from heaving and thawing actions of ground during freezing weather.
  - C. A shut-off valve below the frost line shall be provided near the water riser pipe on each mobile home lot.

D. Individual water meters shall be provided for each mobile home lot.

(Ord. 859-72, 9/11/1972, §6)

**§108. Sewage Disposal.**

1. General. All mobile home parks shall be connected to the public sewerage system and every mobile home, service building, and other accessory facilities shall use the public sewage system exclusively. All such proposed sewage disposal facilities shall be approved by the Gettysburg Municipal Authority.
2. Individual Connections
  - A. Individual sewer riser pipes having at least a four inch diameter shall be located on each mobile home stand and shall extend at least one inch above the ground level.
  - B. Provision shall be made for plugging the sewer riser pipe when the mobile home lot is unoccupied.

(Ord. 859-72, 9/11/1972, §7)

**§109. Electrical Distribution System.**

1. General. Every park shall contain an electrical wiring system consisting of wiring, fixtures, equipment and appurtenances which shall be installed and maintained in accordance with local electric power company's specifications regulating such systems.
2. Power Distribution Lines. All utilities shall be buried at least 18 inches below the ground surface and shall be insulated and specially designed for the purpose. Such conductors shall be located not less than one foot radial distance from water, sewer, gas or communications lines.
3. Individual Electrical Connections. Each mobile home lot shall be provided with an approved disconnecting device and overcurrent protective equipment. The minimum service per outlet shall be 120/240 volts AC, 100 amperes.
4. Required Grounding. All exposed non-current-carrying metal parts of mobile homes and all other equipment shall be grounded by means of an approved grounding conductor run with branch circuit conductors or other approved method of grounded metallic wiring. The neutral conductor shall not be used as an equipment ground for mobile homes or other equipment.

(Ord. 859-72, 9/11/1972, §8)

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### **§110. Service Buildings and Other Community Service Facilities.**

1. Applicability. The requirements of this section shall apply to service buildings, recreation buildings and other community service facilities as follows:
  - A. Management offices, repair shops and storage area.
  - B. Laundry facilities.
  - C. Indoor recreation areas.
2. Facilities
  - A. Every mobile home park shall have a structure clearly designated as the office of the mobile home park manager.
  - B. Service and accessory buildings located in a mobile home park shall be used only by the residents of the mobile home park.
3. Structural Requirements for Buildings. All service and other buildings and structures shall be constructed in accordance with the Borough Building Code (Chapter 5).

(Ord. 859-72, 9/11/1972, §9)

### **§111. Refuse Handling.**

The storage, collection and disposal of refuse in the mobile home park shall be the responsibility of the mobile home park owner or manager and shall be so conducted as to create no health hazards, rodent harborage, insect breeding areas, accident or fire hazards or air pollution and shall comply with all applicable Borough and State regulations. (Ord. 859-72, 9/11/1972, §10)

### **§112. Insect and Rodent Control.**

Ground, buildings and structures shall be maintained free of insect and rodent harborage and infestation. Extermination methods and other measures to control insects and rodents shall comply with all applicable Borough and State regulations. (Ord. 859-72, 9/11/1972, §11)

### **§113. Fuel Supply and Storage.**

1. Natural Gas System

- A. Natural gas piping systems when installed in mobile home parks shall be approved by the utility company providing the service.
- B. Each mobile home lot provided with piped gas shall have an approved shut-off valve installed upstream of the gas outlet. The outlet shall be equipped with an approved cap to prevent accidental discharge of gas when the outlet is not in use.

2. Liquefied Petroleum Gas Systems

- A. Liquefied petroleum gas systems provided for mobile homes, service buildings or other structures when installed shall be maintained in conformity with any applicable rules and regulations and shall include the following:
  - (1) All liquefied petroleum gas storage tanks shall be installed underground.
  - (2) Systems shall be provided with safety devices to relieve excessive pressures and shall be arranged so that the discharge terminates at a safe location.
  - (3) Systems shall have at least one accessible means for shutting off gas. Such means shall be located outside the mobile home and shall be maintained in effective operating condition.
  - (4) All LPG piping outside of the mobile homes shall be buried and protected against mechanical injury. Undiluted liquefied petroleum gas in liquid form shall not be conveyed through piping equipment and systems in mobile homes.
  - (5) No LPG vessel shall be stored or located inside or beneath any storage cabinet, carport, mobile home or any other structure unless such installations are specially approved by the Borough.

3. Fuel Oil Supply Systems

- A. All fuel oil supply systems provided for mobile homes, service buildings and other structures shall be installed and maintained in conformity with any applicable rules and regulations.
- B. All fuel oil storage tanks or cylinders shall be installed underground.
- C. All fuel oil supply systems provided for mobile homes, service buildings and other structures shall have shut-off valves located within five inches of storage tanks.

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- D. The location and placement of all fuel storage tanks and cylinders shall be in conformance with the Borough Fire Code (Chapter 5, Part 2). In addition, all such fuel storage tanks and cylinders shall be securely placed and under no circumstances located less than five feet from any mobile home exit.

(Ord. 859-72, 9/11/1972, §12)

### **§114. Fire Prevention.**

1. Local Regulations. The mobile home park area shall be subject to any local fire code (Chapter 5, Part 2).
2. Litter Control. Mobile home park areas shall be kept free of litter, rubbish and other flammable materials.
3. Fire Extinguishers. Portable fire extinguishers of a type approved by the fire prevention authority shall be kept in public service buildings under park control and a sufficient number shall be maintained throughout the park in readily accessible and well-marked positions.
4. Fire Hydrants. Fire hydrants shall be provided, if possible, and shall be located within 600 feet of any mobile home, service building or other structure in the park. Installation shall be in accordance with the Gettysburg Municipal Authority specifications.

(Ord. 859-72, 9/11/1972, §13)

### **§115. Single Mobile Homes.**

If a mobile home is erected and maintained as a single-family dwelling other than in a mobile home park, the following requirements shall be met:

1. The lot or parcel of land upon which the mobile home is located shall conform with all minimum lot size requirements of the district in which it is located. If no such requirements exist, the lot shall have an area of not less than 5,000 square feet.
2. The mobile home shall be located in conformance with all front, side and rear yard setback requirements of the district in which it is located. If no such requirements exist, the mobile home shall be located at least 25 feet from any street right-of-way line and at least 10 feet from any other property line.
3. The mobile home shall be placed upon and securely fastened to a frost-free foundation or footer. In no instance shall it be placed upon jacks, loose block, etc., or other similar arrangements.

4. An enclosure of compatible design and material shall be erected around the entire base of the mobile home. Such enclosure shall provide sufficient ventilation to inhibit decay and deterioration of the structure.
5. The mobile home shall be connected to public water and sewer systems.
6. The lot or parcel shall be seeded and landscaped.
7. Any garage, utility shed or other similar building or structure shall conform with all applicable zoning requirements and the Borough Building Code (Chapter 5, Part 1).
8. Any single mobile home shall meet all State standards and specifications for the manufacture of mobile homes.

(Ord. 859-72, 9/11/1972, §14)

**§116. Miscellaneous Requirements.**

1. Responsibilities of the Park Management
  - A. The person to whom a license for a mobile home park is issued shall operate the park in compliance with this Part 1 and shall provide adequate supervision to maintain the park, its facilities and equipment in good repair and in a clean and sanitary condition.
  - B. The park management shall supervise the placement of each mobile home on its mobile home lot which includes securing its stability and installing all utility connections.
  - C. The park management shall give the Borough Building Inspector or other authorized Borough representative free access to all mobile home lots, service buildings and other community service facilities for inspection purposes.
  - D. The management shall maintain a register containing the names of all park occupants. Such register shall be available to any authorized person inspecting the park. The management shall notify the appropriate officer in accordance with state and local taxation laws of the arrival and departure of each mobile home.
2. Removal of Mobile Homes. No mobile home, whether installed on a single lot or in a mobile home park, shall be removed from the Borough without first obtaining a permit from the Borough Tax Collector as required by Act No. 54, 1969, of the Pennsylvania General Assembly. Such permit shall be issued upon payment of a fee of \$2) and real estate taxes assessed against the home and unpaid at time the permit is requested.

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(Ord. 859-72, 9/11/1972, §15)

### **§117. Notices, Hearings and Orders.**

1. Whenever the Borough Building Inspector or other authorized Borough representative determines that there are reasonable grounds to believe that there has been a violation of any provision of this Chapter, or of any regulation adopted pursuant thereto, such authority shall give notice of such alleged violation to the person to whom the permit, certificate or license was issued, as hereinafter provided. Such notice shall:
  - A. be in writing;
  - B. include a statement of the reasons for its issuance;
  - C. allow a reasonable time for the performance of any act it requires;
  - D. be served upon the owner or his agent as the case may require; provided, however, that such notice or order shall be deemed to have been properly served upon such owner or agent when a copy thereof has been served with such notice by any other method authorized or required by the laws of this State;
  - E. contain an outline of remedial action which, if taken, will effect compliance with the provisions of this Part, or any part thereof, and with the regulations adopted pursuant thereto.
2. Hearing. Any person affected by any notice which has been issued in connection with the enforcement of any provision of this Part, or of any regulation adopted pursuant thereto, may request and shall be granted a hearing on the matter before Borough Council, provided that such person shall file with the Borough Secretary a written petition requesting such hearing and setting forth a brief statement of the grounds therefor within 10 days after the notice was served. The filing of the request for a hearing shall operate as a stay of the notice and the suspension. Upon receipt of such petition, the Borough Secretary shall set a time and place for such hearing and shall give the petitioner written notice thereof. At such hearing the petitioner shall be given an opportunity to be heard and to show why such notice shall be modified or withdrawn. The hearing shall be commenced not later than 10 days after the day on which the petition was filed; provided that upon application of the petitioner, Borough Secretary may postpone the date of the hearing for a reasonable time beyond such 10 day period when, in his judgment, the petitioner has submitted good and sufficient reasons for such postponement.
3. Findings and Order. After such hearing the Borough Council shall make findings as to compliance with the provisions of this Part and regulations issued there-

under and shall issue an order, in writing, sustaining, modifying, or withdrawing the notice which shall be served as provided in §117(1D). Upon failure to comply with any order sustaining or modifying a notice, the license of the mobile park affected by the order shall be revoked.

4. Record; Appeal. The proceedings at such a hearing, including the findings and decision of Borough Council, together with a copy of every notice and order related thereto, shall be entered as a matter of public record in the office of the Borough but the transcript of the proceedings need not be transcribed unless judicial review of the decision is sought as provided by this section. Any person aggrieved by the decision of Borough Council may seek relief therefrom in any court of competent jurisdiction, as provided by the laws of this Commonwealth.

(Ord. 859-72, 9/11/1972, §16)

#### **§118. Penalties.**

1. Any person, firm or corporation who shall violate any provision of this Part 1 shall, upon conviction thereof, be sentenced to pay a fine of not more than \$1,000; and/or to imprisonment for a term not to exceed 90 days. Every day that a violation of this Part 1 continues shall constitute a separate offense. [Ord. 1236-99]
2. Revocation or Suspension of Permit – Upon repeated violations by the same permittee, his right to the issuance of a permit, or to continued operation under a permit, may be suspended for a fixed term or permanently revoked after notice and hearing by Gettysburg Borough Council subject to the right of appeal to the Adams County Common Pleas Court.

(Ord. 859-72, 9/11/1972, §17; as amended by Ord. 1028-85, 8/12/1985; and by Ord. 1236-99, 12/13/1999, §1)

#### **§119. Repeals.**

This Chapter shall be construed not to repeal any other ordinances of the Borough of Gettysburg, but where any provisions of this Part may conflict with the provisions of any other Borough ordinance, the more restrictive provision or provisions shall apply. (Ord. 859-72, 9/11/1972, §19)