



LAGRANGE
G E O R G I A

Manufactured Home Park Permit Application

- **UDO Section.** 25B-30-8(1)
- **Permit Expiration.** Does not expire.
- **When Permit is Required.** For any Manufactured Home Park.
- **Application Requirements.**
 - The name, address, telephone number, and email address of the applicant.
 - The street address of the property upon which the mobile home park is to be located. In the absence of a street address, the parcel identification number as assigned by the Troup County Tax Assessor shall be given.
 - The name(s) and address(es) of all owners of the real property upon which the mobile home park is to be located.
 - Verification of the zoning designation of the property upon which the mobile home park is to be located.
 - A plat plan shall accompany the application for a permit to construct or operate a manufactured home park and shall be prepared by a registered engineer or surveyor showing the below information.
 - All property lines with dimensions;
 - The adjoining street with right-of-way and paving widths;
 - The location of buildings or other structures referenced to the centerline of adjoining streets and to the property lines of the tract;
 - Paved entrances and exits and off-street parking areas;
 - Proposed street right-of-way lines showing property to be dedicated for widening of existing thoroughfares;
 - A north arrow for orientation, the land district and land lot, date and other such information;
 - Driveways, walkways and manufactured home sites;
 - The method and plan of sewage disposal;

June 23, 2021

- The location of garbage receptacles;
- The plan of water supply; and
- The plan of electric lighting.

Applicant Information

Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Property Owner Information

Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Site Information

Address / Location: _____

Tax Parcel #: _____

Nearest Road Intersection: _____

Current Zoning Classification: _____

Comprehensive Plan Character Area Map Designation _____

Size of Property (Square Feet or Acre(s)): _____

Manufactured Home Park Permit Application Property Owner Authorization

Property Owner Information

Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Authorization

I swear that I am the owner of the property located at (property address):

Which is the subject matter of the attached application, as is shown in the records of Troup County, Georgia. I hereby authorize the applicant named below to act as the applicant in the pursuit of a Manufactured Home Park Permit for the subject property.

Name of Applicant / Agent: _____

Applicant's / Agent's Address: _____

Applicant's Telephone: _____ Email: _____

Signature of Owner: _____

Print Name of Owner: _____

Sec. 25B-30-8. Residential Dwelling Uses.

(1) Manufactured homes.

(a) Manufactured homes are permitted only within the SD-MH district.

(b) Manufactured homes located within this district shall be used for residential purposes only. A lot upon which a manufactured home is placed within a manufactured home park may be owned, and leased or rented to another for placement of the manufactured home thereon or the owner may place a manufactured home thereon for his use or to be rented.

(c) Plans. A plat plan shall accompany the application for a permit to construct or operate a manufactured home park and shall be prepared by a registered engineer or surveyor showing the following information:

(i) All property lines with dimensions;

(ii) The adjoining street with right-of-way and paving widths;

(iii) The location of buildings or other structures referenced to the centerline of adjoining streets and to the property lines of the tract;

(iv) Paved entrances and exits and off-street parking areas;

(v) Proposed street right-of-way lines showing property to be dedicated for widening of existing thoroughfares;

(vi) A north arrow for orientation, the land district and land lot, date and other such information;

(vii) Driveways, walkways and manufactured home sites;

(viii) The method and plan of sewage disposal;

(ix) The location of garbage receptacles;

(x) The plan of water supply; and

(xi) The plan of electric lighting.

(d) Application to existing parks. Except as pertains to the requirements for the installation and anchoring of manufactured homes as required by O.C.G.A. 8-2-160 et seq., and required hereby, the provisions of this section shall not apply to manufactured homes existing and located within the corporate limits of the City of LaGrange prior to August 8, 1995, providing the same are existing, located, and maintained as provided by the ordinances of the City prior to that date.

(e) Placement of manufactured homes outside licensed park.

(i) Except as authorized by or permitted in the regulations for zoning district SD-MH, it shall be unlawful for any person to place a manufactured home which is designed for use for human habitation or which is used or intended to be used for living,

sleeping, business or commercial purposes, whether the same is or is intended to be for permanent dependent or independent use, in the City unless the same is placed in a licensed manufactured home park located in a SD-MH district as defined by this section and then only when the same is located, affixed and maintained pursuant to the provisions of this section.

(ii) The parking of the manufactured home in any district other than a manufactured home park zoning district shall be temporarily permitted under the following conditions and circumstances only:

a. The storage of manufactured homes on commercial sales lots when the same are not used for any purpose other than inspection and display;

b. Placement of manufactured homes upon construction sites by construction contractors during the period of construction, provided the same shall not be used for living quarters but shall be used only in conjunction with construction in progress upon the site where located;

c. Placement of a manufactured home, semi-trailer or any combination thereof is hereby authorized when used by a charitable or nonprofit organization solely for the purpose of collecting and receiving donated items of clothing, household furniture and furnishings and other items related thereto and shall not be permitted to be used as a dwelling. Any such placement shall at all times comply with all applicable construction codes now or hereafter in force in the City, be tied down and underpinned as required by the applicable provisions of this Code and the laws of the State of Georgia and have a secured collection box and/or device designed to prevent pilferage or the scattering of the items donated. Any such location used for the purposes specified in this subparagraph (d) shall require a special use permit.

(f) Area; density. No manufactured home park shall be constructed nor shall any be permitted within the City unless located within a manufactured home park district and developed as follows:

(i) Each manufactured home park or trailer park shall have a minimum land area of four (4) acres and shall front upon or abut a public street of the City sufficient to provide adequate ingress and egress as determined by the department of public services and the department of utilities;

(ii) The plot plan for a manufactured home park must reflect and show density of not more than six (6) manufactured home units per acre with the layout thereof to be approved in writing by the department of public services and the department of utilities prior to licensing or development;

(iii) Each lot within a manufactured home park used or to be used for location of an individual manufactured home unit must front not less than 50 feet on an interior road in such manufactured home park, must meet the setback requirements contained in subsection (q) of this section and shall have a minimum area of 5,000 square feet for a single-wide manufactured home and a minimum of 6,000 square feet for a double-wide manufactured home; provided, however, such minimum lot requirements shall be subject to the maximum density provisions contained in the preceding subsection (ii).

(iv) Each manufactured home lot shall be grassed, and at least two (2) trees having a minimum height of four (4) feet at the time of planting shall be planted and maintained for each manufactured home space within the manufactured home park.

(g) Manufactured home installation and anchoring requirements. All manufactured homes located in a manufactured home park shall be installed and anchored in compliance with the requirements of O.C.G.A. 8-2-160 et seq. prior to occupancy and within 60 days of the date that the manufactured home is placed on the lot. No City utility connections or services shall be afforded to any manufactured home, unless the same is installed and anchored as required hereby. In the event the manufactured home is not installed and anchored as required hereby within 60 days of the date of placement on the lot, the department of utilities may, at the request

of the Building Official, terminate and/or disconnect any or all City utilities or services, unless or until the installation and anchoring has been completed as required hereby.

(h) Buffer strips. A manufactured home park must be entirely surrounded and enclosed, exclusive of approved driveways for ingress and egress, by either of the following types of buffer areas:

(i) A strip having a minimum width of 10 feet along all property lines adjoining a street right-of-way and 20 feet along all side and rear property lines not adjoining a street right-of-way planted per the requirements of chapter 25C-10; or

(ii) A strip having a minimum width of five (5) feet along all property lines adjoining a street right-of-way and 10 feet along all side and rear property lines not adjoining a street right-of-way and a fence or wall which must be rot-resistant and fire-resistant and constructed of wood, brick, stone, wrought iron, iron or powder coated aluminum. The fence or wall should not exceed four (4) feet in height along the street right-of-way or eight (8) feet in height adjacent to all side or rear property lines. The side of the fence or wall facing adjacent property shall be finished and trees and shrubs shall be planted between the fence or wall and the property line to provide an opaque screen. The buffer area as provided in this subsection (i) or (ii) shall not be placed within 15 feet of normal vehicular entrances or exits and shall have no signs or advertisements attached thereto or hung therefrom.

(i) Access and interior roads. All access roads for ingress to or egress from manufactured home parks to public streets and all interior roads located within a manufactured home park shall be paved with asphalt and shall have either curb and gutter sections or extruded curbs and shall have a minimum width of 24 feet from back of curb to back of curb, the plans and specifications therefor to be approved in writing as part of the approval of the plot plan for the manufactured home park. Such access road and all interior roads shall be owned and maintained by the owner of the manufactured home park and the same shall not at any time be owned by or become the property of the City. The City shall have no duty of or responsibility for the maintenance of such access and/or interior roads. Additionally, in the event the plan for a manufactured home park shall indicate the location therein of dead end streets, the City shall require the addition of turnarounds or connecting streets at such dead end street locations.

(j) Parking. Each lot in a manufactured home park will be required to provide two (2) off-street automobile parking spaces which will be either graveled "all weather surface" or paved, but gutters and curbing shall not be required for such off-street parking.

(k) Signs. Signs shall be allowed only pursuant to the applicable provisions of chapter 25B-45.

(l) Drainage. The park shall be located on a well-drained site and shall be properly and adequately landscaped and graded to ensure rapid and adequate drainage to ensure that the site will be free from stagnant pools or water. A drainage plan for the manufactured home park shall be approved prior to or as a part of the final approval of the manufactured home park. In this connection, the mayor and council may approve the zoning change necessary for development of a manufactured home park, but any such approval shall be subject to the final approval and licensing of the park as required by this section prior to commencement of construction.

(m) Area for temporary manufactured homes or recreational vehicles. The manufactured home park may contain an area for the location of temporary manufactured homes or recreational vehicles under such terms and conditions as may be authorized by the mayor and council. Any such separate area for recreational vehicles or temporary manufactured homes must be so designated on the plans for development of such manufactured home park and signs erected thereon for each site. Any such recreational vehicle or temporary manufactured home must contain adequate bathing and sanitary facilities, and such recreational vehicles or temporary manufactured homes shall not be located for more than 60 days unless such recreational vehicles or temporary manufactured homes are to be located upon a standard lot in the

manufactured home park and must comply with any and all tie-down and underpinning requirements. Additionally, any such recreational vehicle or temporary manufactured home spaces must be equipped with adequate water, sewer and electric hookups for each such recreational vehicle or temporary manufactured home.

(n) Cutting grass; maintenance of shrubs; pickup of trash. The owner of each manufactured home park, regardless of whether he owns the manufactured home located therein for rental purposes or whether he rents lots therein upon which private owners place their manufactured homes, shall be responsible for and shall ensure that the grass therein is cut and maintained and that adequate maintenance of shrubs and the pickup of trash and litter in the park are accomplished as required by this section. Garbage and trash collection will be performed by the City on the same basis as required for other residential areas in the City.

(o) Setbacks. No manufactured home shall be located within:

(i) 10 feet of its individual lot line;

(ii) 20 feet of another side-by-side or end-to-end manufactured home;

(iii) 50 feet of the right-of-way line of any public street; or

(iv) 20 feet of any exterior boundary of the manufactured home park abutting any thoroughfare.

(p) Underpinning. All manufactured homes located within the City of LaGrange shall be constructed as follows:

(i) All manufactured homes shall be underpinned. Underpinning shall be defined as the enclosure of the vertical area between the ground and the lowest part of the manufactured home at the outside wall. It shall surround the entire perimeter of the manufactured home by the use of the following materials: a) solid concrete wall.

(ii) All manufactured homes shall have hollow core masonry construction.

(iii) All manufactured homes shall have brick and mortar.

(iv) All manufactured homes shall have undamaged fiberglass panels.

(v) All manufactured homes shall have corrugated sheet metal.

(vi) No other material may be used for underpinning a manufactured home unless approved in writing prior to installation by the Building Official.