Staff Use Only
Fee Paid:_____
Intake Date: _____

Manufactured Housing Location Permit

Applies ONLY to: Bella Vista, Eastwood Village, Green Acres, and Terrace Park

Please refer to Chapter 19.22 of the City of Evans Municipal Code for more information

Date _____

Name of Manufactured Housing Community_____
Address of Housing Community_____
_____
Housing Community Contact Name_____
Housing Community Contact Phone Number _____
Housing Community Email _____

Contractor Name _____
Contractor Business Name _____
Contractor Email _____
Contractor Phone Number _____

Do you have a business license with the City of Evans? ☐ Yes ☐ No

If not, please apply for and receive a business license prior to installation of the home

Address of New Home _____
Lot Number _____
Lot Size _____

- ✓ Attach photos of the home to be located, clearly showing compliance with Chapter 19.22, or
- ✓ Attach the data sheet plat as proof of the age of the home in compliance with Chapter 19.22
  AND
- ✓ Attach site plan showing location of home within the park, showing the location of home with regard to rights of way and public access, and showing all other structures and landscaping on the lot. Include actual distance from those structures, roads, rights of way and adjoining lots.

Subcontractors

Plumbing	Name _____	Phone # _____	State License # _____
Heating	Name _____	Phone # _____	State License # _____
Electrical	Name _____	Phone # _____	State License # _____

By signing below, you verify that the home meets the standards for manufacture homes as approved in the City of Evans Municipal Code.

X _____

Applicant
Title

For City Use Only:

Community Development ☐Approved ☐Approved with Conditions or Comments
Signature: Date:

Building Department ☐Approved ☐Approved with Conditions or Comments
Signature: Date:

Permit # _____

While it is the applicants responsibility to provide correct information and know the code, the following are some general provisions in Chapter 19.22 that would apply to this permit.

No detached accessory structure, excluding fences, shall be closer than 10 feet from a home or accessory structure on a separate home space or any exterior property line of the property or any public right-of-way. The distance between a detached accessory structure and a home or accessory structure on the same home space shall be in accordance with the Building Code as adopted in theMunicipal Code.

Each home space shall be limited to the following accessory structures:
1. One detached garage or carport not exceeding 600 square feet.
2. One unenclosed porch and/or covered entry, or one enclosed porch and/or covered entry with less than 120 square feet of extended roof area, per exterior door of the manufactured home unit.
3. Awnings.
4. One storage shed no greater than 300 square feet of extended roof area and no taller than 8 feet in height.

Each home space shall have two paved, off-street parking spaces measuring at least 171 square feet each (minimum dimensions of 9 feet by 19 feet), which may be located side by side or end to end. Garage and carport spaces shall count toward this requirement. This requirement shall not apply to home spaces that have two designated, striped, paved parking spaces (minimum dimensions of 9 feet by 19 feet) adjacent to the manufactured home space provided such parking spaces and the adjacent roadway conform to the following requirements.

With regard to replacement homes for this permit, here are some of the more specific provisions in Chapter 19.22. The applicant is required to comply with ALL provisions of the Municipal Code.

<u>19.22.060 Replacement Manufactured Homes</u>

A. Manufactured homes shall only be allowed in parks zoned RMH.

B. Manufactured homes shall be certified pursuant to the "National Manufactured Housing Construction and Safety Standards Act of 1974," U.S.C. 5401 et seq., as amended, and shall bear an insignia indicating such and the date of manufacture. No mobile home manufactured prior to 1976 shall be allowed to be installed within the City.

1. Exception. A mobile home that does not meet the preceding requirement but that existed within the City prior to the adoption of this regulation may be relocated within the City provided such home is relocated to a space at least 100 feet farther from any public right- of-way than the space it previously occupied.

C. No manufactured home manufactured more than 10 years prior to the date of its installation shall be allowed to be installed within the City unless such home meets the following architectural standards:

1. The exterior of the home is free of any obvious deterioration or signs of lack of maintenance; for example, any missing or broken shutters or trim, damaged roofing or siding, faded or peeling paint, or similar damage or deterioration.

2. Minimum roof pitch of 3:12 (one foot rise for each three feet of horizontal run) or roof pitches that are designed to allow for "green" building measures such as water collection or growing of gardens.

3. Roof material of asphalt shingles or colored, non-galvanized standing seam material.

4. Exterior siding material of wood or vinyl siding or stucco or material equivalent in appearance, or siding that is of similar appearance and meets green building standards such as recycled concrete or metal.

5. Skirting material of stucco or material similar in appearance to stucco or vinyl skirting in good repair that is compatible with the home.

6. This subsection C shall not apply to a mobile home that is moved from one mobile home space to another space within the same mobile home park as long as the space to which it is being moved is farther from any public right-of-way than the space from which it is being moved.

7. Two or more compatible or complementary colors on exterior of home, including the colors on shutters or trim, if any.

D. No person shall install any manufactured home within the City of Evans without first obtaining a building permit from the City. The application for the permit shall be on a form provided by the City and shall be signed by both the owner of the home and the owner of the park, or their representatives. A permit for a manufactured home shall not be issued by the City if the park has any pending or outstanding Municipal Code violations that have not been corrected after due notice.

E. Any home that is removed from its space shall not be replaced by another home except in conformance with the Municipal Code.

F. No home shall be removed from a park without first obtaining a house-moving permit from the City.

G. No home shall be occupied prior to issuance of a certificate of occupancy. Prior to issuance of a certificate of occupancy the City shall inspect the home to ensure it is located and set in accordance with this chapter, applicable Building Code requirements, and any other relevant provision of the Evans Municipal Code. All homes shall be connected to public water and sewer service and gas and/or electricity service prior to issuance of a certificate of occupancy. Issuance of a certificate of occupancy shall require that all accessory structures on the space on which the manufactured home is located comply with the requirements of this chapter.

H. Required internal and public setbacks.

1. No home, exclusive of trailer hitches and eaves shall be located within 10 feet of any other home. No decks, stairs, or other appurtenances shall be located within 6 feet of a home or the decks, stairs, or other appurtenances on another home space.

2. No home, exclusive of trailer hitches and eaves, but including any carports, decks, awnings, or other additions, shall be located within 25 feet of any public right-of-way.

3. No home, exclusive of trailer hitches and eaves shall be located within 10 feet of any perimeter property line of the park. No decks, stairs, or other appurtenances shall be located within 5 feet of any perimeter property line.

4. Reference Table 19.22 for detailed information

I. Trailer hitches must be removed or concealed with material similar in appearance to the siding of the home prior to issuance of a certificate of occupancy.

J. Manufactured homes shall be fully skirted prior to issuance of a certificate of occupancy. Such skirting shall be durable, rigid weather-resistant material.

K. Prior to issuance of a certificate of occupancy, the space unit number shall be indicated on the home or on the space so that the space is clearly identifiable from the nearest street.

L. The maximum height of any manufactured home or garage accessory to a manufactured home shall be 15 feet.

M. Manufactured homes located within 75 feet of a public right-of-way shall have the following additional requirements:

1. There shall be a minimum of one two-inch-caliper tree planted between the home and each right-of-way. Such trees shall be of a species listed on the City's Approved Landscape Planning List. Existing trees shall be considered as meeting this requirement only if they are in good condition and of a species listed on the City's Approved Landscape Planning List. The park owner shall be responsible for ensuring that such trees are maintained and watered and shall promptly replace any diseased, dead, or dying trees. City staff shall have the discretion to allow the placement of trees required by this subsection to be relocated to other areas of the park or adjacent land if such areas would be more suitable for such trees. Alternative plans for improvements in lieu of trees may be proposed by a park owner for review and consideration of approval by the Evans Planning Commission.
2. The side of the manufactured home nearest the right-of-way shall contain at least one window with a minimum area of four square feet. (Ord. 499-10)