

**TOWN OF WOODWORTH  
ORDINANCE NO. 101-14**

**WOODWORTH MANUFACTURED HOUSING & MOBILE HOME  
INSTALLATION**

AN ORDINANCE GOVERNING AND AUTHORIZING THE GOVERNING BODY OF THE TOWN OF WOODWORTH TO ESTABLISH THE INSTALLATION OF MOBILE HOMES, & MANUFACTURED HOMES WITHIN THE TOWN OF WOODWORTH; ESTABLISHMENT OF MINIMUM CRITERIA AND MINIMUM LOT SIZES AND OTHER PREREQUISITES TO THE ISSUANCE OF A PERMIT; REPEALLING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH. BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF WOODWORTH IN LEGAL SESSION CONVENED THAT:

- Section 1 Title
- Section 2 Definitions
- Section 3 Location of Manufactured Homes or Mobile Homes
- Section 4 Permits
- Section 5 Use of Manufactured Homes or Mobile Homes for Non-Residential Purposes
- Section 6 Minimal Requirements for Manufactured Home, Mobile Home and Siting
- Section 7 Installation of Manufactured Home or Mobile Home for Temporary or Emergency/Hardship Purposes
- Section 8 Nonconforming Mobile Homes and Manufactured Homes
- Section 9 Existing Mobile Home or Manufactured Home parks
- Section 10 Moving of Mobile Home or Manufactured Home In and Out and Within the City Limits of the Town of Woodworth
- Section 11 Pre-Existing Non-Conforming Installations Destroyed by Fire or Act of God
- Section 12 Rural Manufactured Housing and Mobile Home Siting
- Section 13 Effective Date
- Section 14 Repeal of Ordinances
- Section 15 Severability Clause

**Section 1 Title**

This ordinance is hereby referenced as the Woodworth Manufactured Housing/Mobile Home Ordinance.

**Section 2 Definitions**

For the purpose of this Ordinance, certain terms, words and phrases shall have the meanings hereinafter ascribed thereto.

**Lot:** A plot of ground for accommodation of one Manufactured or Mobile Home, including established setbacks. This term also includes the term "site".

**Manufactured Home:** A structure constructed on or after June 15, 1976, according to the rules of the United States Department of housing and Urban Development, transportable in one or more sections, which, in the traveling mode, is eight feet (8') or more in width or forty feet (40') 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.

**Mobile Home:** A structure that was constructed before June 15, 1976, transportable in one or more sections, which, in the traveling mode, is eight feet (8') or more in width or forty feet (40') or more in length, or when erected on site, is 320 or more square feet, and which is built on a permanent chassis 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.

**Permit:** Written certification issued by the Town Engineer, or his designee, permitting the installation of a Manufactured Home or Mobile Home on a single lot within the corporate limits of the Town.

**Permit Official:** The Town Engineer, or his authorized representative.

**Person:** Any natural individual, firm, trust, partnership, or corporation or other entity created by or recognized by Louisiana Law.

**Town:** The Town of Woodworth, Louisiana; within the established corporate limits.

### **Section 3 Location of Manufactured Homes or Mobile Homes**

A. It shall be unlawful for any Person to install, locate, relocate, or change occupancy of a Mobile Home or Manufactured Home in any place within the Town corporate limits.

B. Mobile Homes and Manufactured Homes lawfully existing and occupied within the Town corporate limits prior to the date of this Ordinance, shall be allowed to continue and be maintained.

### **Section 4 Permits**

A. **Permit Required** – It shall be unlawful for any Person to install a Manufactured Home or Mobile Home within the corporate limits of the Town without a valid Permit issued by the Town in the name of such Person for the specific placement on a designated lot.

B. **Application Requirements** – An application for a Permit shall be made upon standard forms provided by the Town Clerk and shall contain the following:

1. Name and address of applicant.

2. Location and legal description of the lot proposed for siting of the Manufacture Home or Mobile Home.

3. Three (3) copies of a site plan accurately depicting the layout of the manufactured home on the proposed lot.

4. Photographs of exterior elevation; or manufacturer's brochures depicting the exterior finishes, roofing materials, roof slopes, fascia limits, etc.

C. **Permit Fee** – A Permit Fee of \$100.00 shall accompany all Applications for the placement of a Manufactured Home or Mobile Home within the Town.

D. **Waiting Period** – No permit will be issued until a minimum waiting period of ten (10) calendar days has expired from the time of submission of the Application and the issuance of the Permit by the Town.

E. **Ownership Requirement** – An applicant for a Manufactured Home or Mobile Home permit must be the owner of the Manufactured Home or mobile home and the property on which the Manufactured Home or Mobile Home is to be sited. A Manufactured Home or Mobile Home shall not be established or permitted on a lot within the corporate limits for the purposes of leasing or rental to third parties. The applicant must be the Owner, in fee simple title, and in the case of a married couple, both husband and wife shall be joint applicants, of the lot on which the Manufactured Home or Mobile Home is to be placed and must have the intent to use the Manufactured Home or Mobile Home as a residence. Under no circumstances will the Manufactured Home or Mobile Home be leased out or rented to a third person who is not the owner of the lot.

F. **Single Family Use** – Manufactured Homes or Mobile Homes shall be used as a single family dwelling only.

G. **Denial of Permit; Hearing** – Any person whose Application for a Permit under this ordinance has been denied, may be request in writing a hearing on the matter and offer additional evidence. Such hearing must be requested within 30 days of the date of the action denying the Permit. The hearing shall be held at the next possible regular meeting of the Town Council.

**Section 5 Use of Manufactured Homes or Mobile Homes for Non-Residential Purposes**

Manufactured Homes or Mobile Homes may be used only for the following non-residential purposes. When a Permit is issued under Section 4 for a manufactured home to be occupied as one of the following uses, no residential use of any portion of that same lot shall be permitted.

- A. Temporary Construction Offices. Manufactured Homes or Mobile Homes may be parked at a construction site for use as a field office during the period of construction. The Manufactured Home or Mobile Home must be removed within thirty (30) days after the construction at the site is completed.
- B. Commercial Uses. Manufactured Homes or Mobile Homes may not be utilized for commercial establishments on a temporary or permanent basis, except as provided in Subsection A above.
- C. Conform to Codes. All Manufactured Homes or Mobile Homes to be used for temporary construction purposes shall conform without limitation to the codes and ordinances of the Town and all applicable laws of the State of Louisiana.

**Section 6 Minimal Requirements for Manufactured Homes, Mobile Home and Siting**

- A. Roofing shall be finished with shingles common and of similar look as other standard residential construction within the Town.
- B. Exterior walls shall have siding comparable in composition, appearance and durability to the exterior siding commonly used in the standard residential construction, consisting of one or more of the following:
  - 1. Vinyl or aluminum lap siding (whose reflectively does not exceed that of flat white paint.
  - 2. Cedar or other wood siding;
  - 3. Wood grain, weather resistant, press board siding;
  - 4. Stucco siding; or,
  - 5. Brick or stone.
- C. The area underneath the Manufactured Home or Mobile Home must be enclosed by a masonry curtain wall; supported by 4" thick concrete footings; 12" wide minimum.
- D. Wheels and other transportation apparatus shall be removed.
- E. The roofing shall be constructed with a minimum roof slope of 4 vertical rises to 12 horizontal projections.
- F. The roof shall be constructed with a roof overhang and soffit of a minimum of 9" projection from the exterior vertical wall covering.
- G. A Manufactured Home or Mobile Home shall have stairs, porches, entrance platforms, ramps or other means of entrances and exits and installed or constructed at all exterior doors, with porches or platforms, each having a minimum area of twenty-four (24) square feet. Hand railing must be provided.
- H. A Manufactured Home or Mobile Home shall have a minimum storage area of eighty (80) square feet, which may be part of a garage or separate storage building constructed or installed at the same time as the dwelling unit.
- I. Tie-downs or anchors shall be provided as follows:
  - 1. Footing or foundations. Pot footing shall have a minimum spacing of ten (10) feet, center to center, measured along the frame rail or I-beam.

- 2. Tie-downs and ground anchors. Tie-downs shall be provided as follows:

Length of Frame	Number of Ties
Up to 30 feet	2 per side
30 feet to 50 feet	3 per side
50 feet to 70 feet	4 per side
Over 70 feet	5 per side

3. Ground anchors shall be bolted in concrete, screw auger or anchor driven or any other type manufactured and approved for such use. Anchors shall be galvanized, high tensile steel, not less than five-eighths-inch diameter, with a drop forged closed eye. All anchors shall not be less than four (4) feet in length, installed to full depth, according to manufacturer's recommendation, with only the eye protruding above grade for connecting the tie-down system.
  4. Connections to the Manufactured Homes or Mobile Homes I-beam frame shall be a five-eighths inch or larger drop forged closed eye bolted through a hole drilled through the frame or by any other approved and adequate wrap-around or clamp method.
  5. Not less than five-eighths-inch drop forged turnbuckles with closed eyes and screw pins shall be attached to the frame above and ground anchor below and securely tightened in place. Steel straps or cable may be used in lieu of turnbuckles if they are of equal or greater strength and are securely tightened in place with a tensioning tool and clamped.
- J. The Manufactured Home or Mobile Home shall have the longest axis or front oriented parallel, or within a ten-degree deflection of being parallel to the lot frontage, if at all possible with the existing lot width dimension.
- K. The area beneath a Manufactured Home or Mobile Home must be fully enclosed with skirting within sixty (60) days of placement. Skirting must be noncombustible material or material that will not support combustion and that is specifically designed and sold for use as skirting or as building code requirements. Skirting must be properly maintained.
- L. A paved driveway with a minimum width of ten (10) feet shall be provided with automobile parking off of the public right-of-way of at least two spaces. Parking may not be in tandem. Paved shall mean either asphalt, concrete or brick pavers.
- M. Each shall have a separate electrical, water, gas, and sewer taps and connections.
- N. The Manufactured Home or Mobile Home shall have a date of manufacture of less than eight (8) years from the date of permit move-in application.
- O. Manufactured Homes or Mobile Homes installed within zone A on the flood hazard boundary map of the Town shall be anchored to resist flotation, collapse or lateral movement. Must have lawful flood zone permit issued by the Rapides Area Planning Commission.
- P. No canopies, carports, utility rooms, or storage rooms may be attached to the Manufactured Home or Mobile Home.
- Q. No space beneath the Manufactured Home or Mobile Home shall be used for storage unless surfaced with asphalt or concrete.
- R. Minimum setbacks shall be 30 feet side and rear; 100 foot front.
- S. The minimum lot size shall be one (1) acre.
- T. Manufactured Housing or Mobile Home shall have a minimum length to ratio of 3:1.
- U. Parking or setting of more than one (1) Manufactured Home or Mobile Home on a lot; regardless of size of lot, is prohibited.
- V. Under no circumstances shall the width of the manufactured home be less than 14 feet.

**Section 7 Installation of Manufactured Home or Mobile Home for Temporary or  
Emergency/Hardship Purposes**

The use of a Manufactured Home or Mobile Home for temporary or emergency residential purpose shall be permitted upon certification by the Town Engineer that certain emergency conditions exist where illness or physical incapacity of an individual necessitates the close proximity of a relative or other person to care for said individual and where denial of said use would cause an economic hardship on the parties involved; and the following conditions are met:

- A. Said use shall be permitted only if 51% or more of the property owners situated within 400 foot radius of the boundaries of the property involved sign a petition in favor of the use.
- B. All setback requirements related to yards area shall be met.
- C. Separate utility taps for water, sewer, gas and electricity shall be required.
- D. Said use of the Manufactured Home or Mobile Home shall be permitted only for that period of time for which said emergency exists, and the existence of said emergency shall be recertified to the Town Clerk no less than every six (6) months by the property owner. All other provisions regarding tie downs, anchors, skirting, etc. covered elsewhere herein shall be met.

**Section 8 Nonconforming Mobile Homes and Manufactured Homes**

- A. Any Manufactured Home or Mobile Home which is lawfully permitted and is occupied on the effective date of this ordinance, in which does not comply with all applicable provisions of this ordinance, shall be considered as pre-existing non-conforming use. As such only the following provisions as noted in Section 6 shall apply: I, K, & Q.

**Section 9 Existing Mobile Home or Manufactured Home Parks**

This ordinance does not govern Mobile Homes or Manufactured Homes located within existing or future approved Mobile Home or Manufactured Home Parks. This ordinance governs only placement of Manufactured Homes or Mobile Homes on a single lot within the corporate limits; and pre-existing Mobile Homes or Manufactured Homes.

**Section 10 Moving of Mobile Home or Manufactured Home In and Out and Within  
the Town**

- A. Permit and police escort required. Before moving a Mobile/Manufactured Home in or out of the Town or within the Town it shall be necessary that a permit be secured from the Town. It shall also be necessary to have a police escort. Once the police officer arrives, he shall inspect the permit and then it shall be attached to the inside of the rear window of the mobile home being moved or otherwise prominently displayed on the rear of the mobile home.
- B. Mover responsible for securing permit. The mover of the mobile/manufactured home shall be responsible for securing the permit. If the action of any public utility shall be required as a consequence of the issuance of such permit, the application for such permit shall be filed at least three (3) business days before commencing the moving, and attached to the application for the permit shall be written notice from each public utility stating what action, if any, the issuance of the permit shall require of such public entity.
- C. This requirement for a moving permit shall not apply to Mobile Homes or Manufactured Homes in transit.

**Section 11 Pre-Existing Non-conforming Installations Destroyed by Fire or Act of  
God**

- A. In the event that a pre-existing non-conforming Mobile Home or Manufactured Home is destroyed by fire or act of God, the remaining structure shall be removed and a replacement Manufactured Home shall be permitted. No Mobile Homes or Manufactured Homes will be permitted to replace a pre-existing non-conforming use Mobile Home or Manufactured Home that is destroyed or damaged. The replacement

Manufactured Home or Mobile Home shall comply with the minimum requirements noted in Section 6.

B. This provision shall not apply to dilapidated Mobile Homes or Manufactured Housing that are condemned under provisions under local ordinances or state statutes; i.e. no replacement Mobile Home or Manufacture Home will be permitted to be installed at a condemned site.

**Section 12 Rural Manufactured Housing and Mobile Home Siting**

Where a Manufactured Home or Mobile Home is proposed to be installed on a lot containing a minimum of four (4) acres or more, which lots for four (4) acres or larger are considered "Rural", the following shall apply:

A. The Manufactured Home or Mobile Home must be located at least 200 feet from the street and have 100 foot side setbacks.

B. The lot shall have a minimum of 250 foot frontage along a public maintained road.

C. Provisions covered under Section 6 above shall apply.

**Section 13 Effective Date**

This ordinance shall become effective at 12:01 a.m. September 1, 2014.

**Section 14 Repeal of Ordinances**

Be it further ordained, etc., that any and all ordinances in conflict herewith shall be abolished.

**Section 15 Severability Clause**

If any provision of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, or applications of this ordinance, which can be given effect without the invalid provisions or applications of this ordinance are hereby declared severable.

Said ordinance having been introduced on July 3, 2014, by Council Member Reich, notice of public hearing having been published on the Wednesday, the 23rd day of July, 2014, in the Town Talk, Official Journal of the Town of Woodworth, Louisiana, said public hearing having been held, the title having been read and the ordinance considered, on motion by Council Member Doiron, seconded by Council Member Melder, to adopt the ordinance, a record vote was taken and the following result was had:

YEAS: Reich, Doiron, Cranford, Butler, Melder APPROVED:

NAYS: None

ABSTAINED: None

ABSENT: None



David C. Butler, II - Mayor

Whereupon, the Municipal clerk delivered said ordinance to the Mayor on the 8<sup>th</sup> day of August, 2014, and on the same day, the Mayor returned said ordinance to the Municipal clerk, declaring the above ordinance duly adopted.

I, David C. Butler, II, do hereby certify that the above is a true and correct copy of the ORDINANCE, duly passed and adopted by the Town of Woodworth, Parish of Rapides, State of Louisiana on the 7<sup>th</sup> day of August, 2014.

ATTEST: Mable P. Scarbrock  
Clerk, Town of Woodworth

