

FIRST READING _____
SECOND READING _____
EFFECTIVE DATE _____
ADVERTISEMENT _____

ORDINANCE NO. 2019-03

AN ORDINANCE OF THE TOWN OF SNEADS, FLORIDA; REGULATING THE PLACEMENT OF MANUFACTURED, MOBILE AND MODULAR HOMES INSIDE THE CORPORATE LIMITS OF THE TOWN OF SNEADS, FLORIDA; PROVIDING PROCESS AND REQUIREMENTS FOR OBTAINING A PERMIT FOR PLACEMENT OF SUCH HOMES; PROVIDING RESTRICTIONS REGARDING UTILITY SERVICE AND OCCUPANCY PRIOR TO MEETING CERTAIN CODES AND STANDARDS AS SET FORTH HEREIN; DESIGNATING THE CITY MANAGER OR HIS OR HER DESIGNEE AS THE ADMINISTRATIVE AND ENFORCEMENT OFFICIAL FOR THESE REGULATIONS INCLUDING PERMITS AND INSPECTIONS; PRESCRIBING PENALTIES FOR VIOLATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF ALL CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the Town of Sneads, Florida, is a municipality as that term is used in Section 2, Article VIII, of the Florida Constitution, and

WHEREAS, the Town of Sneads, Florida, has been granted its powers by Section 2(b), Article VIII, of the Florida Constitution, by section 166.021, Florida Statutes, and by other provisions of Florida law; and

WHEREAS, the Town Council of the Town of Sneads, Florida, is the governing body of the Town of Sneads, Florida; and

WHEREAS, the Town Council of the Town of Sneads, Florida, is authorized, pursuant to section 166.021(5), Florida Statutes, to enact ordinances to provide for the health, safety, and general welfare of the public; and

WHEREAS, the Town Council of the Town of Sneads, Florida, desires to establish rules and regulations that protect the value of property within the corporate limits of the Town of Sneads, Florida; and

WHEREAS, the Town Council of the Town of Sneads, Florida, finds that the benefit to be enjoyed by citizens of the Town of Sneads, Florida, will outweigh the costs associated with the enactment of this ordinance and thus the enactment of this ordinance will be in the best interest of the citizens of the Town of Sneads, Florida; and

WHEREAS, the Town Council of the Town of Sneads, Florida, has held a properly noticed public hearing and has considered all of the matters presented at such hearing prior to the adoption of this ordinance; and

WHEREAS, the Town Council of the Town of Sneads, Florida, has complied with all other requirements imposed by Florida law for the enactment of this ordinance.

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA, that:

Section 1. Recitals. The above recitals are hereby incorporated into this ordinance as if restated herein and constitute the legislative findings and intent of the Town Council of the Town of Sneads, Florida.

Section 2. Name of Ordinance. This ordinance shall be referred to as the “Town of Sneads Manufactured, Mobile, or Modular Home Ordinance.”

Section 3. Authority. This ordinance is declared to be remedial and essential to protect the public interest, health, safety, and general welfare of the public, and for such purposes it is intended is that this ordinance be liberally construed to effectuate the purposes stated herein. This ordinance is enacted pursuant to 2(b), Article VIII, of the Florida Constitution, and by Section 166.021, Florida Statutes.

Section 4. Create Ordinance No. 2019-03 to read as follows:

TOWN OF SNEADS MANUFACTURED, MOBILE, OR MODULAR HOME ORDINANCE.

(a) Title and Scope.

(1) This ordinance shall be known as the Town of Sneads Manufactured, Mobile, or Modular Home Ordinance.

(2) This ordinance shall apply to all manufactured and mobile homes, as defined in chapter 320, Florida Statutes (2019), used for dwellings which are located or placed in use on any site within the limits of the Town of Sneads, Florida.

(b) Purpose and content.

(1) This ordinance is necessary to protect the public health, safety and welfare by providing uniform standards to be followed when mobile homes are set up and used for dwelling units within the jurisdictional limits of the Town of Sneads, Florida. Standards and requirements of this ordinance shall apply to all mobile home dwelling units, whether on occupant owned lots or on rental lots, including spaces in rental parks.

(c) *Inspections and Permits*

(1) No manufactured, mobile, or modular home may be brought into the corporate limits of the Town of Sneads, Florida, before the owner obtains certification by a licensed inspector, indicating that the home meets all of the federal, state, county and town requirements. The homeowner will be solely responsible for the cost of this certification.

(2) The above certification, together with proof of ownership, shall be taken to the Sneads City Hall within six (6) months of receipt from the licensed inspector to receive approval by and a permit from the Town of Sneads, Florida, for location or relocation within the corporate limits of the Town of Sneads, Florida.

(3) When a new manufactured, mobile, or modular home is being purchased to be placed within the corporate limits of the Town of Sneads, Florida, the owner shall provide a copy of the brochure or some documentation providing pictures and a description of the home itself, which includes proof that it is built with a Wind Load Zone II. In that situation, certification from a licensed inspector prior to receiving development order is not required.

(4) It shall be unlawful for anyone to bring a manufactured, mobile, or modular home into the Town of Sneads, Florida, or to relocate the same within the Town of Sneads, Florida, without first obtaining the approval of and a permit from the Town of Sneads, Florida.

(d) *Minimum standards for manufactured, mobile, or modular homes.*

(1) In keeping with the Town's Comprehensive Plan filed with the State of Florida, property size must be a minimum of ¼ acre, which is 10,890 square feet. In situations where extenuating circumstances may exist, the Town Council of the Town of Sneads, Florida, may find that the extenuating circumstances are sufficient to warrant a waiver as to size of the property.

(2) The number of manufactured, mobile, or modular homes permitted on each property shall not exceed two (2) homes per acre.

(3) Any new manufactured, mobile, or modular home shall be manufactured no more than fifteen (15) years prior to the date when the owner obtains the certification mandated in section (c).

A. Any manufactured, mobile, or modular home existing within the corporate limits of the Town of Sneads, Florida, at the time of the signing of this ordinance is exempt from this paragraph as long as the home remains in its current location and is not relocated.

B. Setbacks for the unit shall consist of a minimum distance of 10 feet from the property line on both sides; a rear distance from property line of 20 feet and 25 feet from the edge of road right-of-way.

C. Home size must be a minimum of 900 square feet of net living area, exclusive of garages, carports, porches, balconies, storage areas, cabanas or other similar additions or structures, and must have a minimum of two (2) bedrooms and two (2) bathrooms.

D. The home must conform to all minimum habitable housing standards of the Florida Division of Motor Vehicles.

E. The home must meet one of the following codes: American National Standard Institute (ANSI), Federal Mobile Home Construction Standards or Housing and Urban Development (HUD).

F. The home must have a wind load value of two (2).

(c) *Procedures.* Steps that must be taken in order to place a manufactured, mobile, or modular home within the corporate limits of the Town of Sneads, Florida.

(1) The owner must bring to Sneads City Hall certification signed by a licensed home inspector that the home meets all of the requirements.

(2) The owner must obtain a development order from staff at Sneads City Hall.

(3) The owner must take development order to Jackson County Building Department and obtain a building permit.

(4) Prior to having the home brought into the corporate limits of the Town of Sneads, Florida, the owner must bring proof of Jackson County building permit to staff at Sneads City Hall. Water will not be turned on until proof of the building permit has been provided.

(f) *Minimum code requirement.* This ordinance may be enforced as follows:

(1) Within 60 days of placement or relocation within the corporate limits of Sneads, Florida, the home must be skirted or have a completely enclosed foundation on all sides. The skirting material shall be the color and texture or a complementing color and texture as that of the home.

(2) Landscaping and buffering shall be required for conformity and compatibility with the area in which the home is placed. This must be completed within six (6) months of receipt of the permit. Such landscaping shall consist of substantial evergreen and deciduous trees mixed with shrubbery and ground

covers, all installed concurrent with property development and prior to the tenant or owner occupying the home

(3) The home display the appropriate state tax sticker as prescribed by sections 320.081 and 320.0815, Florida Statutes (2019), as may be amended from time to time.

(4) The home must meet the following requirements prior to occupancy:

A. All windows must be operable and screened with no broken panes.

B. All plumbing (including washing machine connections) must work properly and all fixtures protected with approved and working traps.

C. All electrical systems must be in proper working order and contain no aluminum wire less than #8.

D. All heating equipment must be in proper working order.

E. Must have at least one set of steps attached for entry into the home with a handrail (if required).

F. All doors and hardware must work properly.

G. There shall be no pest or vermin infestation within the home.

H. Floor elevation shall be a minimum of 18 inches above street grade and comply with flood zone requirements.

I. Homes shall be anchored in accordance with section 320.8325, Florida Statutes (2019), as may be amended from time to time, to protect against overturn.

(5) Town Maintenance Supervisor must inspect and approve water and wastewater hookups to the Town's system.

(g) Unoccupied manufactured, mobile, or modular homes.

(1) It shall be unlawful to bring a manufactured, mobile, or modular home into the corporate limits of the Town of Sneads, Florida, unless the intent is to set it up according to the requirements within this ordinance for the purpose of being occupied.

(2) Storage of unoccupied manufactured, mobile, or modular homes within the corporate limits is strictly prohibited.

(3) An exception to this storage of unoccupied homes would be mobile home retailers having a business license as a mobile home retailer. Those homes shall be stored on the lot where their business is located and not at their home or other locations within the corporate limits of the Town of Sneads, Florida.

(h) Recreational Vehicles.

(1) No recreational vehicles will be allowed within the corporate limits of the Town of Sneads, Florida, for the purpose of occupancy, regardless of the size. This is strictly prohibited, and water services shall be disconnected for anyone connecting a recreational vehicle to their water services with the intent of allowing occupancy within that recreational vehicle.

(i) Administrative and Code Enforcement Official.

(1) The Town Manager for Sneads, Florida, or his or her designee, shall be responsible for the administration and enforcement of this ordinance.

(2) Pre-Existing Homes.

(1) Any manufactured, mobile, or modular home already within the corporate limits of the Town of Sneads, Florida, that is occupied or up for rent to be occupied at the time of the signing of this ordinance shall be exempt from the size requirements established in section (d)(5) of this ordinance.

(2) Any manufactured, mobile, or modular home that is currently unoccupied and stored within the corporate limits of the Town of Sneads, Florida, shall be removed or properly permitted and set up for the purpose of occupancy. The Town's Code Enforcement Officer will contact the owners of these homes and give them a reasonable time to remove or permit and set up.

(3) Penalty for Violation.

(1) It shall be unlawful to violate any section of this ordinance. Anyone doing so shall be issued a written notice of violation. If the violation is not corrected within 30 days, a criminal charge may be filed. The penalty, upon conviction, shall be a fine up to \$500 and/or imprisonment not to exceed sixty (60) days in the Jackson County Jail, plus court costs and fees, including a reasonable attorney's fee.

(2) Any home brought into the corporate limits of the Town of Sneads, Florida, that does not comply with this ordinance will have to be immediately removed at the owner(s) expense. If not removed, the above penalties apply.

Section 5. Severability. The provisions of this Ordinance are declared to be severable, and if any section, sentence, clause, or phrase of this Ordinance shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 6. Repeal of conflicting ordinances. Any and all ordinances or parts of ordinances in conflict herewith, including but not limited to Ordinance No. 2017-02, are hereby repealed to the extent of such conflict.

Section 7. Effective Date. This Ordinance shall take effect immediately upon its passage.

Following the second reading of the foregoing, the Honorable _____ moved that the foregoing resolution be adopted. The Honorable _____ seconded the motion for its adoption.

The Honorable _____ put the question to a roll call vote, and the result was as follows:

| | |
|---------------------------------------|--------------|
| Hon. Tim Arnold, Councilmember | Voted: _____ |
| Hon. Helen Grice, Councilmember | Voted: _____ |
| Hon. Daryl Johnson Sr., Councilmember | Voted: _____ |
| Hon. Alton Ranew, Councilmember | Voted: _____ |
| Hon. Mike Weeks, Councilmember | Voted: _____ |

(Intentionally left blank.)

PASSED AND ADOPTED by the Town Council of the Town of Sneads, Florida, this ____
day of _____, 2019.

APPROVED.

HON. HELEN GRICE
President, Town Council

ATTEST:

APPROVED AS TO FORM:

SHERRI GRIFFIN
Town Clerk

JOHN LAURANCE REID
Town Attorney

ORDINANCE NUMBER 2021-02

AN ORDINANCE OF THE TOWN OF SNEADS AMENDING SECTION 4(d)(3) OF ORDINANCE 2019-03, CODE OF ORDINANCES, PERTAINING TO MINIMUM STANDARDS FOR MANUFACTURED MOBILE OR MODULAR HOMES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

- A. The Town Council recognizes that there is a need for affordable housing options within the town.
- B. Manufactured mobile or modular homes provide an option for affordable housing provided that they meet all provisions of the Florida Building Code, Chapter 15C, Florida Administrative Code and all other provisions of Ordinance 2019-03 nor modified by this Ordinance.

NOW THEREFORE, BE IT ORDAINED.

Section 1. Section 4(d)(3) of Ordinance 2019-03 is hereby amended as follows: Any new manufactured mobile or modular home shall be manufactured ~~no more than fifteen (15) years prior to the date~~ in compliance with the standards of the Florida Building Code, Chapter 15C, Florida Administrative Code and all other applicable standards imposed by Statute or this Ordinance in effect when the owner obtains the certification mandated in section (c).

Section 2. This Ordinance is effective as provided by law.

Section 3. To the extent any provision of this ordinance shall be found to be invalid and such finding does not affect the validity of any other section, the unaffected sections shall continue in full force and effect.


13th PRESENTED, read by title and tabled pending publication and public hearing on this day of June, 2021.

PRESENTED, read by title and, after public hearing with due public notice duly adopted by the Town Council of the Town of Sneads, Florida this 13th day of July, 2021.

ATTEST:



Sherri Griffin, Municipal Clerk



Daniel H. Cox, Esq., City Attorney

TOWN COUNCIL OF THE TOWN OF
SNEADS, FLORIDA



Mike Weeks, Council President

**TOWN OF SNEADS
PROCESS FOR INSTALLING A MANUFACTURED, MOBILE OR MODULAR HOME
WITHIN THE CORPORATE LIMITS OF THE TOWN OF SNEADS**

Minimum standards required for consideration of bringing a home into Sneads.

1. Home must be 15 years old or newer (see Section 4D of ordinance for explanation).
2. Property must be a minimum of ¼ acre or 10,890 square feet (see Section 4D of ordinance).
3. The number of manufactured, mobile, or modular homes permitted on each property shall not exceed two (2) homes per acre.
4. Setbacks for the unit shall consist of a minimum distance of 10 feet from the property line on both sides; a rear distance from property line of 20 feet and 25 feet from the edge of road right-of-way (see Section 3B of ordinance).
5. Home must have a minimum of 900 square feet of net living area (see Section 4D of ordinance).
6. Home must conform to all minimum habitable housing standards of the Division of Motor Vehicles (see Section 4D of ordinance). This will be determined by the licensed inspector.
7. Home must meet ANSI or HUD codes (see Section 4D of ordinance). This will be determined by the licensed inspector.
8. Home must have a wind load value of two (2) (Section 4D of ordinance). Verification from licensed inspector will be required.

Steps that must be taken to place a manufactured, mobile or modular home within the corporate limits of the Town of Sneads

1. Bring to Sneads City Hall certification signed by a Licensed Home Inspector that the home meets all of the requirements (see Section 4C of ordinance).
2. Obtain a development order from staff at Sneads City Hall.
3. Take development order to Jackson County Building Department and get a building permit.

4. Prior to having the home brought into the city limits, bring proof of Jackson County building permit to staff at Sneads City Hall. Water will not be turned on until proof of the building permit has been provided.

Minimum code requirements (after permitted) to set up or relocate a manufactured, mobile or modular home within the corporate limits of Sneads. Any and all additional requirements of the Jackson County Building Department will apply.

1. Within 60 days of placement or relocation within the corporate limits of Sneads, the home must be skirted (see Section 5A of the ordinance).
2. Within 6 months landscaping (see Section 5B of the ordinance).
3. Immediately – state tax sticker (see Section 5C of the ordinance).
4. Home must meet the following requirements prior to occupancy:
 - (a) All windows must be operable and screened with no broken panes.
 - (b) All plumbing (including washing machine connections) must work properly and all fixtures protected with approved and working traps.
 - (c) All electrical systems must be in proper working order and contain no aluminum wire less than #8.
 - (d) All heating equipment must be in proper working order.
 - (e) Must have at least one set of steps attached for entry into the home with a handrail (if required).
 - (f) All doors and hardware must work properly.
 - (g) There shall be no pest or vermin infestation within the home.
 - (h) Floor elevation shall be a minimum of 18 inches above street grade and Comply with flood zone requirements.
 - (i) Homes shall be anchored in accordance with Florida Statute 320.8325 to protect against overturn.