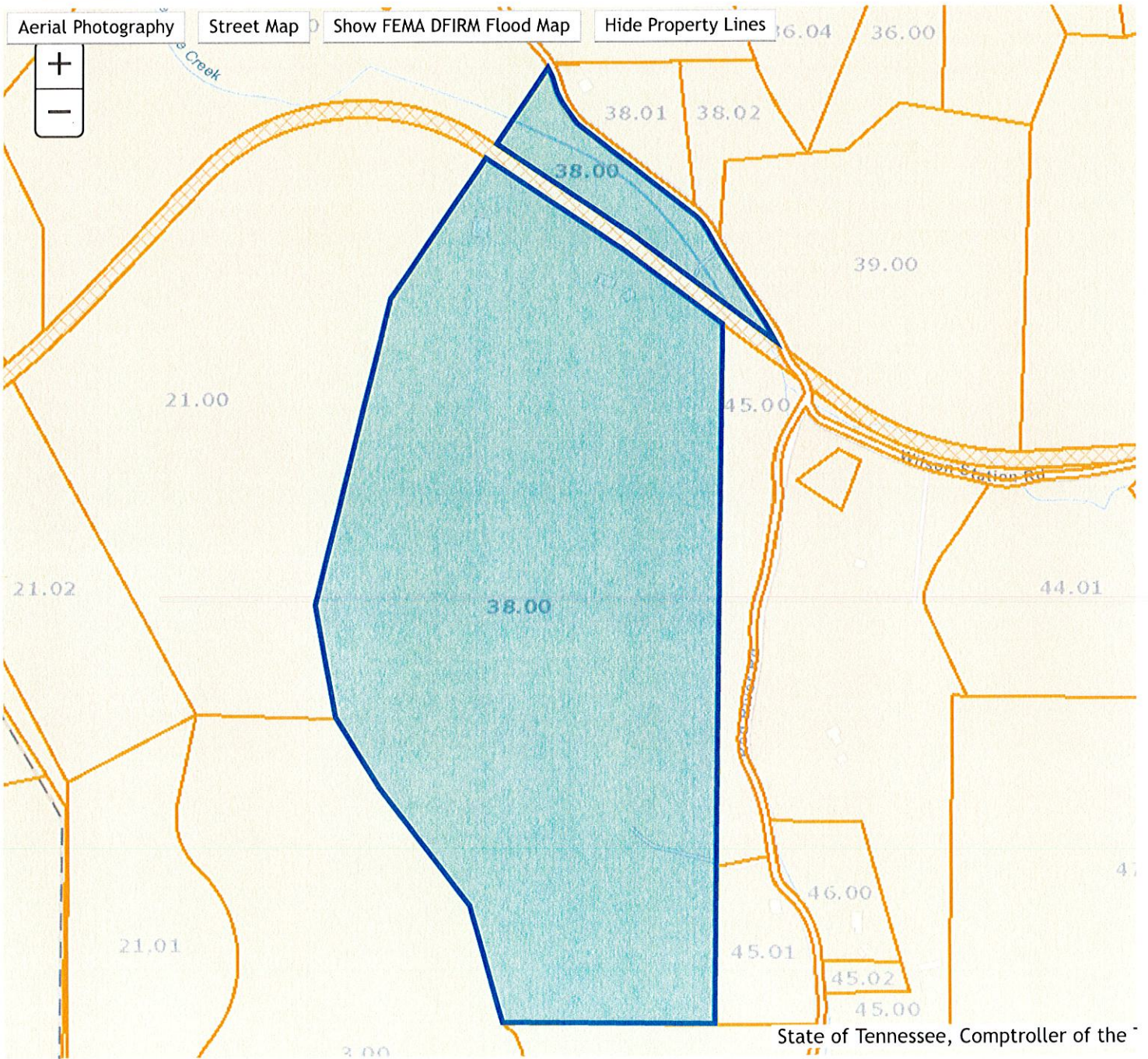


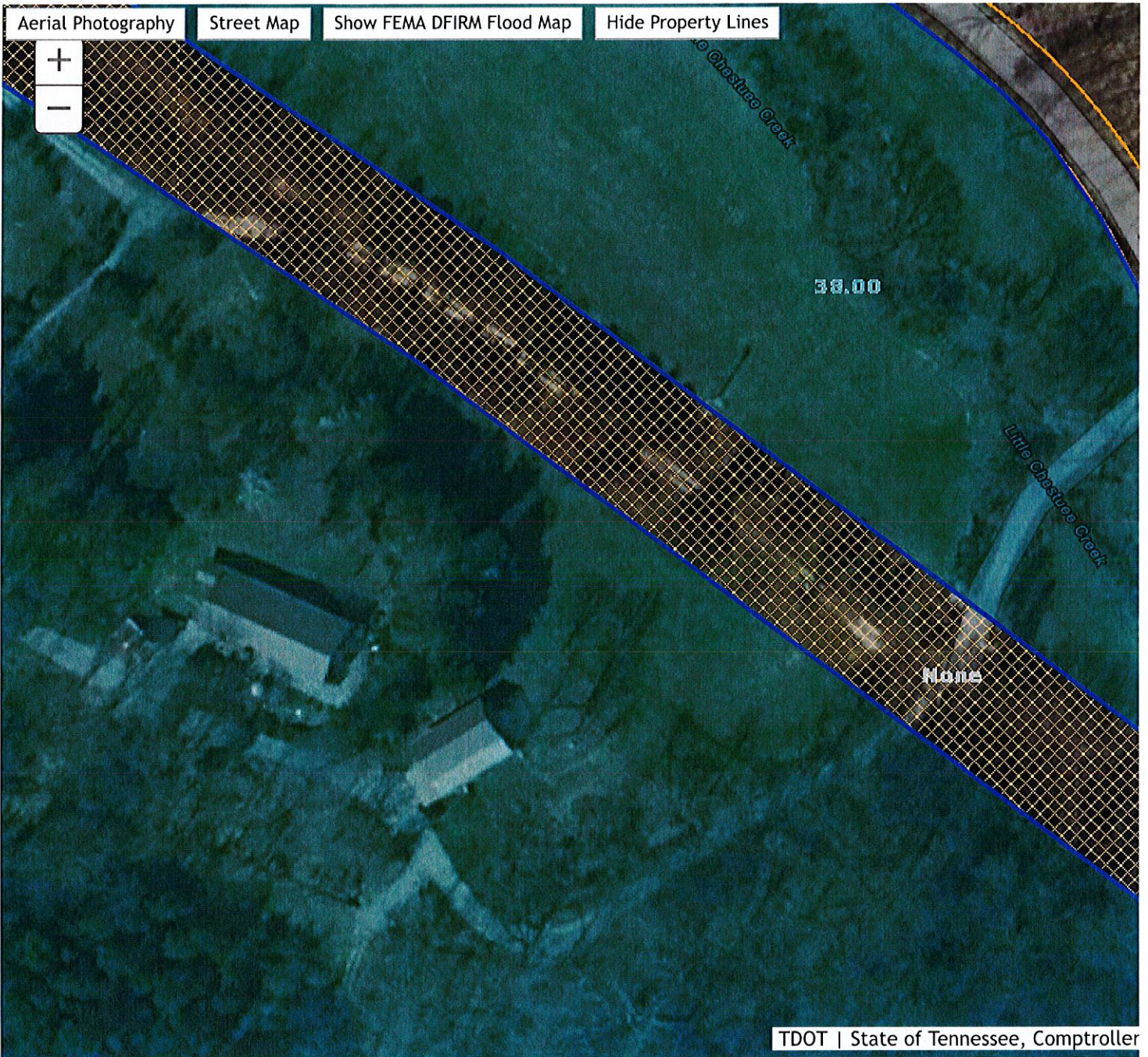
MEMORANDUM

To: Monroe County Regional Planning Commission
From: Laura Smith, Planner
Date: June 24, 2022
Subject: July 7, 2022, Monroe County Regional Planning Commission Agenda

AGENDA
MONROE COUNTY REGIONAL PLANNING COMMISSION
Boardroom of the J.P. Kennedy Building
Thursday, July 7, 2022
6:00 P.M.

- I. Call to Order
- II. Approval of minutes from the previous meeting
- III. New Business
 - A. Subdivision plat for 1-lot with easement variance, Daniel Bachmann, Wilson Station Rd., Tax Map 113, Parcel 038.00;
 - B. Discussion of a noise violation standards resolution, County Commissioner, Paulette Summey;
 - C. Review of proposed Mobile Home and RV Park Resolution amendment;
 - D. Report on minor subdivision plat review/approval
- IV. Other Business
- V. Adjournment





**STANDARDS FOR THE REGULATION OF
MOBILE HOME AND RECREATIONAL VEHICLE PARKS
MONROE COUNTY, TENNESSEE**

May, 2003

MONROE COUNTY, TENNESSEE

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RESOLUTION NO. _____

A Resolution of the Board of County Commissioners of Monroe County, Tennessee, to regulate mobile home and recreational vehicle parks in unincorporated areas of the County.

WHEREAS, Tennessee Code Annotated, §5-1-118, authorizes counties that do not have zoning regulations in effect throughout the county to exercise certain municipal powers by resolution, including the power to regulate businesses and uses of property detrimental or liable to be detrimental to the health, morals, comfort, safety, convenience, or welfare of inhabitants of unincorporated areas of the County; and

WHEREAS, the Monroe County Board of County Commissioners has found that there is a need in Monroe County for the regulation of mobile home and recreational vehicle parks for the health, safety, convenience and welfare of residents of these parks and other residents of the County; and

WHEREAS, the regulations set out here are deemed to address this need; now, therefore:

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE, COUNTY, TENNESSEE THAT:

**ARTICLE I
PURPOSE AND SCOPE**

The purpose of this Resolution is to provide regulation to those areas within the confines of Monroe County outside the municipal limits of the towns of Madisonville, Sweetwater, Vonore, and Tellico Plains for the development of planned mobile home and recreational vehicle parks. These mobile home and recreational vehicle parks shall be developed so as to provide safe and sanitary living conditions for mobile home occupants. The provisions of these regulations do not apply to any area that is under the extra-territorial zoning authority of a municipality according to the provisions of Tennessee Code Annotated §13-7-301 through §13-7-306.

**ARTICLE II
DEFINITIONS**

(a) General provisions.

Except as specifically defined herein, all words used in these regulations have their customary dictionary definitions where not inconsistent with the context. For the purpose of these regulations, certain words or terms are defined as follows:

The term "shall" is mandatory.

When not inconsistent with the context, words used in the singular number include the plural and

those used in the plural number include the singular.

Words used in the present tense include the future.

- (b). Specific definitions.
- (1) **BUFFER STRIP.** An evergreen buffer strip shall consist of a greenbelt planted strip of not less than fifteen (15) feet in width. Such a greenbelt shall be composed of one (1) row of evergreen trees, spaced not more than thirty (30) feet apart and, not less than two (2) rows of shrubs or hedge, with rows spaced not more than five (5) feet apart and which grow to a height of five (5) feet or more after one (1) full growing season and which shrubs will eventually grow to not less than ten (10) feet tall.
 - (2) **HEALTH OFFICER.** The State of Tennessee Division of Groundwater Protection Officer having jurisdiction over the community health in a specific area, or his duly authorized representative.
 - (3) **MANUFACTURED HOUSING.** Factory-built single family dwellings as defined in 24 CFR 3280.2(a)(16), and Tennessee Code Annotated, § 68-126-202(4), and as further defined in the Tennessee Department of Commerce and Insurance, Division of Fire Prevention, Rule 780-2-4.01 et. seq. For the purposes of this resolution, the terms manufactured housing and mobile home have the same meaning.
 - (4) **MOBILE HOME PARK.** Any parcel of land on which three (3) or more mobile homes, occupied for dwelling or sleeping purposes, are located.
 - (5) **MOBILE HOME SPACE.** A tract of ground within a mobile home park designated for the accommodation of one (1) mobile home.
 - (6) **MOBILE HOME SUBDIVISION.** A subdivision of land specifically created to accommodate mobile homes on individual lots which are sold in fee simple. Such subdivisions shall meet all of the requirements of the subdivision regulations of the planning region within which the property is located.
 - (7) **PERMIT (LICENSE).** A permit is required for mobile home parks, single mobile homes and recreational vehicle parks. Fees charged for mobile home parks and recreational vehicle parks under the permit requirements are for inspection and the administration of these regulations.
 - (8) **PERSON.** Any natural person or any municipal or private corporation organized or existing under the laws of this or any other state.
 - (9) **RECREATIONAL VEHICLE.** A vehicular-type portable structure without permanent foundation that can be towed, hauled, or driven and primarily designed as a temporary living

accommodation for recreational, camping, and travel use, including, but not limited to, travel trailers, truck campers, camping trailers, and self-propelled motor homes.

- (10) **RECREATIONAL VEHICLE PARK.** Any lot or parcel of land upon which two or more recreational vehicle sites are located, established, or maintained for occupancy by recreational vehicles of the general public as temporary living quarters for recreation or vacation purposes.
- (11) **RECREATIONAL VEHICLE STAND.** A specific area within a recreational vehicle park or campground set aside for use by a recreational vehicle.
- (12) **SET-UP.** The support system, which is a combination of footings, piers, caps, and shims that will, when properly installed, support the mobile home.
- (13) **SKIRTING.** An enclosure permanently constructed from weather resistant materials, similar in nature and design to the mobile home, which encloses the space directly beneath the mobile home.
- (14) **STRUCTURE.** Any combination of materials, including buildings, manufactured housing constructed or erected, the use of which requires location on the ground or attachment to anything having location on the ground.
- (15) **USE.** The purpose or activity for which land, buildings, or structures are designed, arranged, or intended, or for which land, buildings or structures are occupied or maintained.

ARTICLE III REGULATING MOBILE HOMES

SECTION 3.1. It is unlawful for any mobile home or any mobile home in any mobile home park to be serviced by any utilities until the owner of the mobile home has first obtained a permit from the Monroe County Building Official, except mobile homes located on licensed mobile home sales lots.

SECTION 3.2. Each mobile home shall meet all applicable regulations issued by the Tennessee Department of Commerce and Insurance and shall display evidence thereof on the outside of the mobile home.

**ARTICLE IV
REGULATING MOBILE HOME PARKS**

SECTION 4.1 STANDARDS OF OCCUPANCY. No mobile home may be occupied within any park unless it meets the requirements for new mobile homes contained in Rule 0780-2-4, or for used mobile homes contained in Rule 0780-8, of the Tennessee Department of Commerce and Insurance, Division of Fire Prevention, and unless such evidence of compliance with the applicable rule/s is posted on or in the mobile home in accordance with those rules. In addition, no mobile home shall be occupied within a park unless it complies with the tie-down standards (See for piers and anchorage specified in Tennessee Code Annotated, § 68-126-401 et seq., and Rule 0780-2-5 of the Tennessee Department of Commerce and Insurance, Division of Fire Prevention.

SECTION 4.2 LOCATION AND PLANNING. The mobile home park shall be located on a well drained site and shall be so located that its drainage will not endanger any water supply and shall be in conformity with a plan approved by the regional planning commission. Each mobile home park shall be located outside flood hazard areas identified on the Monroe County Flood Insurance Rate Maps (September 4, 1991).

SECTION 4.3 CONTINUANCE OF NONCONFORMING USES AND STRUCTURES. Lawful nonconforming mobile home parks existing at the time of the passage of these regulations, or any amendment thereto, shall be allowed to remain subject to the following conditions:

1. Mobile homes located within nonconforming mobile home parks may be replaced with newer and/or more structurally sound mobile homes for protection of the health, welfare, and safety of the mobile home resident and surrounding property owners, provided that the provisions of Section 4.1 of this resolution are met.
2. Within legally non-conforming mobile home parks (mobile home parks created prior to the adoption of these regulations), when no residents, whether they be owners or tenants, are present for a period of one year, it shall be evidence of an intent to abandon the nonconforming use. Any further use of the property shall then be in conformance with the provisions of these regulations.
3. Any nonconforming mobile home park which has been damaged by fire, flood, or other causes may be reconstructed and used as before unless the building official has determined that the park is damaged to the extent of more than fifty (50) percent of its appraised value for tax purposes in which case any repair or reconstruction shall be in conformity with the provisions of these regulations.

SECTION 4.4 MINIMUM SIZE OF MOBILE HOME PARK. The tract of land for the mobile home park shall comprise an area of not less than five (5) acres. The tract of land shall consist of a single plot so dimensioned and related as to facilitate efficient design and management.

SECTION 4.5 MINIMUM NUMBER OF SPACES. Minimum number of spaces completed and ready for occupancy before first occupancy is three (3).

SECTION 4.6 DIMENSIONS OF MOBILE HOME SPACES. Each mobile home space shall be at least seven thousand five hundred (7,500) square feet, including parking area, with a minimum width and length of seventy-five (75) by one hundred (100) feet, respectively. The sewage disposal system must meet the requirements established in Section 4.9 of these regulations. Each mobile home located in a mobile home park shall be situated such that there is at least:

1. Fifteen (15) feet from the mobile home to any adjacent mobile home space line;
2. Thirty (30) feet from the mobile home to any public street right-of-way and the exterior property lines of the mobile home park;
3. Fifteen (15) feet from the mobile home to any private roads or access drives within the mobile home park.

SECTION 4.7 COMMON AREA. A centrally located area shall be provided for recreational use by the occupants of the mobile home park. This area shall be maintained in an attractive manner and shall be well drained and free from flood. The minimum size of this area shall be equal to three hundred (300) square feet per mobile home.

SECTION 4.8 WATER SYSTEM. Where a public water supply is available, it shall be used exclusively. The development of an independent water supply to serve the mobile home park may be made only after the Tennessee Division of Groundwater Protection Officer has granted written approval of plans and specifications. Where a six (6) inch public water line is available to the site of a proposed or new mobile home park, then six (6) inch water lines shall be installed within the park and fire hydrants shall be installed to serve all of the mobile homes located on that site. If public water is available, every mobile home shall be within five hundred (500) feet of a fire hydrant. If public water is available, but the lines are less than six (6) inches in diameter, the mobile home park shall install six (6) inch water lines within the park in anticipation of an upgrade in the size of the public water lines.

SECTION 4.9 SEWAGE DISPOSAL. An adequate sewage disposal system must be provided and must be approved in writing by the State of Tennessee Division of Groundwater Protection Officer. Every effort shall be made to dispose of the sewage through a public sewerage system. In lieu of this, a septic tank and subsurface soil absorption system may be used provided the soil characteristics are suitable and an adequate disposal area is available. If such disposal of sewage is used, it must be approved in writing by the State of Tennessee Division of Groundwater Protection Officer. No mobile home may be placed over a soil absorption field. An officially approved package treatment plant may be used instead of a public sewerage or septic tank system, provided the system has been approved in writing by the Tennessee Division of Groundwater Protection Officer, and a permit for operation has been issued by the Tennessee Department of Environment and Conservation.

SECTION 4.10 REFUSE. The storage, collection and disposal of refuse in the park shall be so managed as to create no health hazards. All refuse shall be stored in fly proof, water tight and rodent proof containers. Satisfactory container racks or holders shall be provided. Garbage shall be collected and disposed of in a legal manner at least once per week.

SECTION 4.11 ELECTRICITY. An electrical outlet supplying at least two hundred twenty (220) volts shall be provided for each mobile home space and shall be weather proof and accessible to the parked mobile home. All electrical installations shall be in compliance with the National Electrical Code and Tennessee Department of Commerce and Insurance regulations and shall satisfy all requirements of the local electric service organization.

SECTION 4.12 STREETS AND DRIVES. A loop or other system of internal private roads shall be built so that all mobile home spaces take their access from these internal roads rather than directly from a public road. Two way drives or streets shall be paved to a width of at least twenty (20) feet, and one way drives or streets shall be paved to a width of at least twelve (12) feet. All streets shall be constructed in accordance with the provisions of article IV of the Monroe County Subdivision Regulations as amended.

The street layout shall be designed to provide for continuous flow of traffic with traffic control signs placed where necessary. All internal streets shall be private and maintenance of the streets in a safe condition is the responsibility of the park management. Park management shall also determine rules for use of the internal streets; post appropriate traffic control signs and enforce these rules. All streets shall be named and all mobile home sites shall be addressed in accordance with the policies of Monroe County 911.

SECTION 4.13 PARKING SPACES. Vehicle parking spaces shall be provided in sufficient number to meet the needs of the occupants of the property and their guests without interference with normal movement of traffic. Parking facilities shall be provided at the rate of at least two (2) vehicle spaces for each mobile home. Vehicle parking spaces shall be located for convenient access to the mobile home units. Each vehicle space shall have a minimum width of not less than ten (10) feet and a length of not less than twenty (20) feet. The parking spaces shall be located so access can be gained only from internal streets of the mobile home park. Parking spaces may be located within the front setbacks of individual mobile home spaces.

SECTION 4.14 BUFFER STRIP. An evergreen buffer strip shall be planted along all boundaries of the mobile home park that face a federal, state, or county road or highway (see definition of buffer strip).

ARTICLE V PLAN REQUIREMENTS

SECTION 5.1 MOBILE HOME PARKS. Applications for a mobile home park shall be filed with, and a permit shall be issued by the Building Official, subject to the approval of the mobile home park plan by the Monroe County Regional Planning Commission. Applications shall be in writing and signed by the applicant and shall be accompanied by an approved plan of the proposed mobile home park. The plan shall contain the following information and conform to the following requirements:

- a) The plan shall be clearly and legibly drawn at a scale not larger than one hundred (100) feet to one (1) inch.
- b) Name, address and phone number of owner(s) of record, and of the surveyor.
- c) Proposed name of park.
- d) North point and graphic scale and date.
- e) Vicinity map showing location and acreage of mobile home park.
- f) Exact boundary lines of the tract by bearing and distance.
- g) Names of owners of record of adjoining land.
- h) Existing streets, utilities, easements, and water courses on and adjacent to the tract.
- i) Proposed design including streets, proposed street names, lot lines with dimensions, easements, land to be reserved or dedicated for public use, and any land to be used for purposes other than mobile home spaces.
- j) Provisions for water supply, stormwater drainage, and certification of sanitary sewage disposal.
- k) Any information required by the planning commission to enable it to determine if the proposed park will comply with legal requirements.
- l) The applications and all accompanying plans and specifications shall be filed in triplicate.
- m) Note indicating that the site of the park is not in a flood hazard area.
- n) Topographic contours at twenty (20) foot intervals, or smaller if required by the planning commission.
- o) Locations of buffer strips and plantings, along with their dimensions.

- p) Certifications that are required are: 1) owner's certification; 2) certification of approval for sanitary sewage disposal; 3) certification of accuracy by a professional land surveyor licensed by the State of Tennessee; 4) certification by Monroe County 911; 5) any other certificate deemed necessary by the planning commission; and 6) planning commission approval signed by the secretary.

ARTICLE VI RECREATIONAL VEHICLE PARKS

Developers/applicants are encouraged to locate recreational vehicle parks in attractive wooded areas that have access to paved roads and that are also located near complementary facilities such as groceries, coin laundries and service stations.

SECTION 6.1 REQUIREMENTS THAT ARE THE SAME AS FOR MOBILE HOME PARKS. Many of the procedures and requirements for recreational vehicle parks are the same as for mobile home parks. The developer of a recreational vehicle park must adhere to the following requirements:

1. **Location and Planning.** The recreational vehicle park shall be located on a well drained site and shall be so located that its drainage will not endanger any water supply and shall be in conformity with a plan approved by the county regional planning commission. Each recreational vehicle park shall be located outside flood hazard areas identified on the Monroe County Flood Insurance Rate Maps (September 4, 1991).
2. **Refuse.** The storage, collection and disposal of refuse, in the park shall be so managed as to create no health hazards. All refuse shall be stored in fly proof, water tight and rodent proof containers. Satisfactory container racks or holders shall be provided. Garbage shall be collected and disposed of in a legal manner at least once per week.
3. **Water System.** Where a public water supply is available, it shall be used exclusively. The development of an independent water supply to serve the recreational vehicle park may be made only after the Tennessee Division of Groundwater Protection Officer has granted written approval of plans and specifications.
4. **Electricity.** An electrical outlet supplying at least one hundred and ten (110) volts shall be provided for each recreational vehicle space and shall be weather proof and accessible to the parked recreational vehicle. All electrical installations shall be in compliance with the National Electrical Code and Tennessee Department of Commerce and Insurance regulations and shall satisfy all requirements of the local electric service organization.

5. **Parking Spaces.** Vehicle parking spaces shall be provided in sufficient number to meet the needs of the occupants of the property and their guests without interference with normal movement of traffic. Parking facilities shall be provided at the rate of at least two (2) vehicle spaces for each recreational vehicle space. Vehicle parking spaces shall be located for convenient access to the recreational vehicle units. Each vehicle space shall have a minimum width of not less than ten (10) feet and a length of not less than twenty (20) feet. The parking spaces shall be located so access can be gained only from internal streets of the recreational vehicle park.
6. **Buffer Strip.** An evergreen buffer strip shall be planted along all boundaries of the recreational vehicle park that face a federal, state or county road or highway (see definition of buffer strip).
7. **Application and Site Plan.** Applications for a recreational vehicle park shall be filed with and issued by the Monroe County Building Official, subject to the approval of the recreational vehicle park plan by the Monroe County Regional Planning Commission. Applications shall be in writing and signed by the applicant and shall be accompanied by an approved plan of the proposed recreational vehicle park. The plan shall contain the following information and conform to the following requirements.
 - a) The plan shall be clearly and legibly drawn at a scale not larger than one hundred (100) feet to one (1) inch.
 - b) Name, address and phone number of owner(s) of record, and of the surveyor.
 - c) Proposed name of the park.
 - d) North point, graphic scale and date.
 - e) Vicinity map showing location and acreage of recreational vehicle park.
 - f) Exact boundary lines of the tract by bearing and distance.
 - g) Names of the owners of record of adjoining land.
 - h) Existing streets, utilities, easements, and water courses on land adjacent to the tract.
 - i) Proposed design including streets, proposed street names, lot lines with dimensions, easements, land to be reserved or dedicated for public use, and any land to be used for purposes other than recreational vehicle spaces.

- j) Provisions for water supply, stormwater drainage, and certification of sanitary sewage disposal.
- k) Any information required by the planning commission to enable it to determine if the proposed park will comply with legal requirements.
- l) The applications and all accompanying plans and specifications shall be filed in triplicate.
- m) Note indicating that the site of the park is not in a flood hazard area.
- n) Topographic contours at twenty (20) foot intervals, or smaller if required by the planning commission.
- o) Locations of buffer strips, along with their dimensions.
- p) Certifications that are required are: 1) owner's certification; 2) certification of approval for sanitary sewage disposal; 3) certification of accuracy by a professional land surveyor licensed by the State of Tennessee; 4) certification by Monroe County 911; 5) any other certificate deemed necessary by the planning commission; and 6) planning commission approval signed by the secretary.

SECTION 6.2 MINIMUM RECREATIONAL VEHICLE PARK SIZE. The tract of land designated to be used as a recreational vehicle park shall comprise an area of not less than five (5) acres. The tract of land shall consist of a single plot so dimensioned and related as to facilitate efficient design and management.

SECTION 6.3 SIZE OF RECREATIONAL VEHICLE SPACES. Each recreational vehicle space shall be at least three thousand (3,000) square feet, including parking space, with a minimum width and length of thirty (30) by one hundred (100) feet, respectively.

Each parking space in a recreational vehicle park shall be situated such that there is at least fifteen (15) feet from the edge of one recreational vehicle stand to the edge of the next stand.

SECTION 6.4 STREETS. A loop or other system of internal private roads shall be built so that all recreational vehicle spaces take their access from these internal roads rather than directly from a public road. Two way drives or streets shall be paved to a width of at least twenty (20) feet, and one way drives or streets shall be paved to a width of at least twelve (12) feet. All streets shall be constructed in accordance with the provisions of Article IV of the Monroe County Subdivision Regulations as amended.

The street layout shall be designed to provide for continuous flow of traffic with traffic control signs placed where necessary. All internal streets shall be private and maintenance of the streets in a safe condition is the responsibility of the park management. Additionally, park management shall

determine rules for use of the internal streets; post appropriate traffic control signs and enforce these rules.

SECTION 6.5 SEWAGE DISPOSAL. Each recreational vehicle park shall provide an adequate sewage disposal system approved in writing by the Tennessee Division of Groundwater Protection Officer. Each recreational vehicle space designed to accommodate recreational vehicles requiring external connections to the sewage disposal system shall have these connections approved by the Tennessee Division of Groundwater Protection Officer. A collection and disposal system for liquid waste also shall be provided within the park for the recreational vehicles having self-contained waste systems. The liquid disposal and collection system shall meet all health department requirements.

The developer of a recreational vehicle park shall first attempt to dispose of sewage through a public sewerage system. If this attempt is not feasible, then an officially approved septic tank and subsurface soil absorption system may be used. However, in no instance may a recreational vehicle be placed over a soil absorption field. An officially approved treatment plant may be used instead of a public sewerage or septic tank system, provided the system has been approved in writing by the Tennessee Division of Groundwater Protection Officer, and a permit for operation has been issued by the Tennessee Department of Environment and Conservation.

ARTICLE VII ADMINISTRATION AND ENFORCEMENT

SECTION 7.1 HIGHEST STANDARD APPLIES

Should provisions of this resolution be found to be in conflict with provisions of any other county act, resolution, or state law, the provisions establishing a higher standard shall prevail.

SECTION 7.2 ENFORCEMENT

The Monroe County Building Official shall enforce the provisions of this resolution and the regulations made hereunder, and may enter upon any private or public property at reasonable times for the purpose of inspecting and investigating conditions relative to the enforcement of this resolution or of the regulations promulgated hereunder.

The Monroe County Building Official may suspend or revoke a permit where it is found that a mobile home park or recreational vehicle park covered by a permit is operating in violation of this resolution or the regulations promulgated by the Monroe County Planning Commission enforce this resolution.

Any person or persons who willfully neglects or refuses to comply with any of the provisions of this resolution shall be subject to a civil penalty of not more than fifty dollars (\$50.00) for each offense. Each day of a violation shall constitute a separate offense.

In addition to levying civil penalties, in cases where the county building official has made a

determination that continued violations of this resolution are endangering the health, morals, comfort, safety, convenience or welfare of inhabitants of Monroe County, the county attorney may file a petition with the chancery court seeking an injunction to close the mobile home park or recreational vehicle park until such time as the violations have been remedied.

SECTION 7.3 APPEALS

1. The applicability of this resolution or the validity of applicability of a regulation promulgated pursuant to this resolution may be determined in a hearing before the Monroe County Regional Planning Commission. The planning commission shall grant a hearing to aggrieved persons upon request. The complainant shall file a written petition. The planning commission shall hold a hearing on the appeal within sixty (60) days of receipt of petition. The complainant and all other interested parties shall be given notice of the time and place of the hearing.
2. The complainant may appeal the decision of the planning commission to the Monroe County Board of Commissioners. Such an appeal shall be in writing. After an appeal to the county legislative body, the complainant may seek judicial review.

ARTICLE VIII REVIEW POWERS OF THE COMMISSION

SECTION 8.1 SUBMISSION OF MOBILE HOME PARK AND RECREATIONAL VEHICLE PARK REQUESTS All mobile home park and recreational vehicle park requests shall be submitted to the Monroe County Planning Commission for review and shall be accompanied by a mobile home park or recreational vehicle park development plan. The planning commission shall review all plans for preliminary and final approval.

SECTION 8.2 EXPANSION OF EXISTING PARKS Expansion or redevelopment of existing mobile home and recreational vehicle parks shall be submitted to the Monroe County Planning Commission for approval and must conform to the standards set forth in this resolution.

ARTICLE IX VALIDITY

If any provisions of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the resolution which can be given effect without the invalid provision or application, and to that end the provisions of this resolution are declared to be severable.

ARTICLE X

EFFECTIVE DATE

This Resolution shall be in force immediately after its passage and publication, the public welfare requiring it.

Approved and adopted by the Board of County Commissioners of Monroe County, Tennessee.

Date

County Executive

Attest:

County Clerk

Date of Publication