

Board of Adjustment Mobile Home Guidelines

Such special exception may be granted only if all of the following conditions are met:

- a. Such manufactured homes must be for the use of the property owner or the property owner's family, to include in-laws, and are not to be rented or leased to any other person or persons.
- b. The property owner must first demonstrate extenuating circumstances such as family hardship, practical difficulty, economic reasons deemed to be acceptable by the Zoning Board of Adjustment.
- c. Special exceptions may be granted for any period of one to five years. At the termination of the granted period, the property owner must either remove the manufactured home from this location, or apply for another special exception.
- d. Such special exceptions are not transferable. If there is a change of land ownership, the new property owner must apply for a new special exception if desired.
- e. Before granting or denying any such request the board of adjustment, after conducting a public hearing, shall consider the justifications or circumstances involved as well as the objections or lack of objections of adjacent property owners, and the possible negative effects on neighborhood property values or qualities of life.

Board of Adjustment Mobile Home Checklist

When the Engineering Department has received the following items, your request will be added to the agenda for the next available Board of Adjustment meeting.

- \$25.00 Filing Fee
- Name and address of all adjacent property owners
- Proof of home ownership if the applicant owns the home
OR
- Notarized letter from the property owner allowing applicant to act on his/her behalf
- Completed application with detailed drawing of the lot to include dimensions and placement of the mobile home

**APPLICATION FOR SPECIAL EXCEPTION
(MOBILE HOME)**



**City Of Enterprise
Engineering Department**
P.O. Box 311000
501 S. Main Street
Enterprise, Alabama 36331-1000
Phone (334) 348-2673
Fax (334) 348-2672

MEETING DATE: _____ APPLICATION DEADLINE: _____

The Zoning Board of Adjustment may also grant special exceptions to allow the location and usage of a manufactured home for human habitation in any zoning district of the city permitting residences. Applicants for such special exception shall apply in writing showing justification and shall provide a list of all adjacent property owners showing mailing addresses as well as a scale drawing of the proposed site with the desired manufactured home location shown.

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- a. Such manufactured homes must be for the use of the property owner or the property owner's family, to include in-laws, and are not to be rented or leased to any other person or persons.
- b. The property owner must first demonstrate extenuating circumstances such as family hardship, practical difficulty, economic reasons deemed to be acceptable by the Zoning Board of Adjustment.
- c. Special exceptions may be granted for any period of one to five years. At the termination of the granted period, the property owner must either remove the manufactured home from this location, or apply for another special exception.
- d. Such special exceptions are not transferable. If there is a change of land ownership, the new property owner must apply for a new special exception if desired.
- e. Before granting or denying any such request the board of adjustment, after conducting a public hearing, shall consider the justifications or circumstances involved as well as the objections or lack of objections of adjacent property owners, and the possible negative effects on neighborhood property values or qualities of life.

The Board of Adjustment may also grant special exceptions for business use of a manufactured home in a business zone upon showing of catastrophic circumstances created by Act of God or casualty damage. Such special exceptions will be valid for a period not exceeding one year and are not transferable.

APPLICANT NAME: _____

CONTACT PHONE: _____

MAILING ADDRESS: _____
Street City/State/ZIP

PROPERTY ADDRESS: _____

NAME AND ADDRESS OF PROPERTY OWNER IF OTHER THAN APPLICANT:

PURPOSE (Circle or Underline One): Residential/Business LENGTH OF TIME:

Attach the names and mailing address for all property owners, including vacant or rental property, within a 300 foot radius of the property lines as recorded at THE REVENUE COMMISSIONER'S OFFICE AT THE COFFEE COUNTY COURT HOUSE, 99 SOUTH EDWARDS STREET. FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION REGARDING THE ADJACENT PROPERTY OWNERS, AND THEIR MAILING ADDRESSES, MAY CAUSE THE APPLICATION TO BE REMOVED FROM THE AGENDA AT THE ZONING BOARD OF ADJUSTMENT'S MEETING, OR, MAY RESULT IN ANY SPECIAL EXCEPTION BEING VOIDED.

By signing this application, I acknowledge that, if the Zoning Board of Adjustment grants a Special Exception to park a manufactured home at the location described above, the manufactured home will conform with National Manufactured Housing Construction and Safety Standards ("HUD Code") or the Standard Building Code if the manufactured home does not contain a National Manufactured Housing Construction and Safety Standards seal of approval.

Applicant Name (Please print in blue Ink)

Applicant Signature (In blue ink)

**APPLICATION FOR SPECIAL EXCEPTION - PART 2
(MOBILE HOME)**



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Engineering Department**
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501 S. Main Street
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PRINT THE FOLLOWING

APPLICANT NAME: _____

PROPERTY ADDRESS: _____

In the space below, show the following:

- 1) Outline and dimensions of the lot on the property.
- 2) Location of adjacent street(s), including and side street.
- 3) Outline existing building(s), if any, and the distances to the property line (Note: The street curb is not the property line).