

**THE CITY OF ANNA, ILLINOIS
A MUNICIPAL CORPORATION**

ORDINANCE 2020-09

**An Ordinance of the City of Anna
Adopting the Regulations for Manufactured and Mobile Homes**

**PASSED AND ADOPTED
MAY 19, 2020**

ORDINANCE 2020-09
MANUFACTURED/MOBILE HOME ORDINANCE

THAT WHEREAS, the City of Anna did previously enact Ordinance 81-2, the Zoning Ordinance of the City of Anna, Illinois; and

WHEREAS, the Anna City Council has determined that, in order to further protect the public health, welfare, and safety of its citizens, additional rules and regulations should be enacted pertaining to manufactured and mobile homes placed within the corporate limits of the City of Anna; and

WHEREAS, the Anna City Council has further determined that the additional rules and regulations contained hereunder will lessen congestion, secure safety from fire and other dangers, prevent overcrowding, and provide adequate living conditions for its citizens who reside in manufactured and/or mobile homes;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL FOR THE CITY OF ANNA, ILLINOIS, AS FOLLOWS:

PURPOSE: The purpose of this Ordinance is to clarify and expand the rules and regulations of the City of Anna, Illinois, pertaining to Manufactured and Mobile Homes placed within the corporate limits of the City of Anna, Illinois.

DEFINITIONS: The terms used in this Ordinance shall be in addition to those contained in Ordinance 81-2, the Zoning Ordinance of the City of Anna, and shall have the following meanings:

"APPLICANT" means any person making application for a license or permit.

"CORPORATE AUTHORITIES" shall mean the Mayor and the City Council.

"IMMOBILIZED MANUFACTURED HOME": As applied to a manufactured home, "immobilize" means to remove the wheels, tongue and hitch and to affix to a permanent foundation. The term implies that, once affixed to a permanent foundation, the destruction of said foundation would be necessary in order to move the dwelling to another location.

"LICENSE" means a license certificate issued by the City allowing a person to operate and maintain a mobile home park under the provisions of this Ordinance and the rules and regulations issued hereunder.

"LICENSEE" means any person having a license or permit under this Ordinance.

"MANUFACTURED HOME" means a structure designed for permanent habitation and so constructed as to permit its transport on wheels, temporarily or permanently attached to its frame, from the place of its construction to the location or subsequent location at which it is intended to be a permanent habitation and designed to permit the occupancy thereof as a dwelling place for **one (1)** or more persons. The term shall only include manufactured homes constructed after June 30, 1976, in accordance with the Federal "National Manufactured Housing Construction and Safety Standards Act of 1974". Compliance with this standard is indicated by a 2-inch by 4-inch metal plate attached to the exterior tail light end of the manufactured home. The average width and/or length of the living area (excluding garages, carports, porches, or attachments) of a manufactured home shall not exceed a ratio of 3 to 1. As with all residences, a manufactured home shall have a minimum 4/12 pitch roof with residential style siding and roofing, six (6) inch minimum eave overhang, and shall have a minimum living area of not less than nine hundred (900) square feet. Provided that any such structure resting on a permanent foundation with wheels, tongue and hitch permanently *removed* shall not be construed as a "manufactured home" but shall be an "immobilized manufactured home". A manufactured home should not be confused with a "camping trailer" or "recreational vehicle". (See 210 ILCS Sec. **115/2.10**)

"MANUFACTURED HOME, DEPENDENT" means a manufactured home which does not have a toilet and bath or shower facilities. (See 210 ILCS Sec. 115/2.3)

"MANUFACTURED HOME, DOUBLE-WIDE" consists of two (2) mobile units joined at the side into a single home, but kept on their separate chassis for repeated transportation to a site.

"MANUFACTURED HOME, INDEPENDENT" means a manufactured home which has self-contained toilet and bath or shower facilities. (See 210 ILCS Sec. 115/2.4)

"MANUFACTURED HOME LOT" means a parcel of land for the placement of a manufactured home and the *exclusive* use of its occupants.

"MANUFACTURED HOME PAD" means that part of an individual manufactured home space or lot beneath the manufactured home, including the concrete portion of the pad.

"MANUFACTURED HOME PARK" means a tract of land or two (2) or more contiguous tracts of land upon which contain sites with the

necessary utilities for two (2) or more independent manufactured homes for permanent habitation either free of charge or for revenue purposes, and shall include any building, structure, vehicle, or enclosure used or intended for use as a part of the equipment of such manufactured home park. Separate ownership of contiguous tracts of land shall not preclude the tracts of land from common licensure as a manufactured home park if they are maintained and operated jointly. Neither an immobilized manufactured home nor a motorized recreational vehicle shall be construed as being a part of a manufactured home park. (See 210 ILCS Sec. 115/2.5)

"MANUFACTURED HOME SALES AREA" means a parcel of land used for the display, sale, and repair of new or used manufactured homes.

"MANUFACTURED HOME SPACE" means a portion of a manufactured home park designed for the use or occupancy of one (1) manufactured home.

"MANUFACTURED HOUSING UNIT" includes all forms of housing units listed in this Section and as regulated in this Ordinance.

"MOBILE HOME" means a structure designed for permanent habitation and so constructed as to permit its transport on wheels, temporarily or permanently attached to its frame, from the place of its construction to the location or subsequent location at which it is intended to be a permanent habitation and designed to permit the occupancy thereof as a dwelling place for one (1) or more persons. The term "mobile home" shall only include homes constructed prior to January 11, 1976, not in accordance with the Federal "National Manufactured Housing Construction and Safety Standards Act of 1974".

"MODULAR HOME": A modular home is a factory-fabricated single-family home built in One (1) or more sections. The average width and/or length of the living area (excluding garages, carports, porches, or attachments) of a modular home shall not exceed a ratio of 3 to 1. All modular homes shall be placed on a full perimeter foundation, extending below the frost depth. All wheels and towing devices shall be removed. As with all residences, a modular home shall have a minimum 4/12 pitch roof with residential style siding and roofing, six (6) inch minimum eave overhang, and shall have a minimum living area of not less than nine hundred (900) square feet. Modular homes shall have a yellow seal in the shape of the State of Illinois on the electrical panel box of the home or on the inside of the kitchen sink cabinet. Local officials may require additional items other than the minimum state requirements such as the National Manufactured Home Construction and Safety Standards (HUD Code) or the International Building Code

(I.B.C.). All structures shall be placed on a permanent foundation in order that they may be assessed as real estate.

"OWNER" or "OPERATOR" means the licensee.

"PERMANENT FOUNDATION", for a manufactured home, means a continuous perimeter foundation of material such as mortared concrete block, mortared brick, or concrete that extends into the ground below the established frost depth and to which the home is secured with foundation bolts at least one-half (1/2) inch in diameter, spaced at intervals of no more than six (6) feet and within one (1) foot of the corners, and embedded at least seven (7) inches into concrete foundations or fifteen (15) inches into block foundations.

"PERMANENT HABITATION" means a period of two (2) or more months.

"PERMIT" means a certificate issued by the Building or Zoning Inspector, permitting the construction, alteration, or reduction in number of spaces of a manufactured home park under the provisions in this Ordinance.

"PERSON" means any individual, group of individuals, association, trust, partnership, corporation, person doing business under an assumed name, county, municipality, the State of Illinois, or any political subdivision or department thereof or any other entity.

"REVOCATION" means to declare invalid a permit or license issued to the applicant or licensee by this City for an indefinite period of time.

"SITE" means the lot on which the manufactured home is located for permanent habitation. (See 210 ILCS Sec. 115/2.7)

"SPACE" shall be synonymous with "Manufactured Home Space".

"SUSPENSION" means to declare invalid a permit or license issued to the applicant or licensee by this City for a temporary period of time with an expectation of resumption.

STATE REQUIREMENTS ADOPTED BY REFERENCE.

The Illinois Mobile Home Park Act and the Mobile Home Tiedown Act (77 ILL. Adm. Code 870) of the Illinois Compiled Statutes, Chapter 210, Section 115/1 et seq., as passed, approved and amended by the Illinois General Assembly are hereby adopted by the City. The applicable provisions as they pertain to manufactured homes and immobilized manufactured homes shall be controlling within the corporate limits of the City.

MANUFACTURED HOUSING ACT ADOPTED.

The Illinois Manufactured Housing and Mobile Home Act, as passed and approved by the Illinois General Assembly is hereby adopted by the City, the applicable provisions as they pertain to manufactured homes and immobilized manufactured homes shall be controlling within the City. (See 430 ILCS Sec. 115/1 et seq.)

ILLINOIS DEPARTMENT OF PUBLIC HEALTH ADOPTED AND REGULATIONS.

The Manufactured Home Community Code as approved by the Illinois Department of Public Health (1998) is hereby adopted by the City. The applicable provisions as they pertain to the Manufactured Home community shall be controlling within the corporate limits.

NATIONAL SAFETY STANDARDS.

No manufactured home or immobilized manufactured home shall be located in the City unless the unit has the National Manufactured Housing Construction and Safety Standards metal seal affixed thereto.

SKIRTING.

Skirting shall be used to conceal all underpinning, plumbing, and support piers whether on a permanent foundation or otherwise. All skirting shall be installed on all manufactured housing units within sixty (61) days of the placement of the unit.

FIRE EXTINGUISHERS. All manufactured/mobile homes located in the City of Anna, shall be equipped with a fire extinguishing apparatus capable of extinguishing all types of fires. Such extinguishers shall be of sufficient size so that they will reasonably protect the manufactured housing units. All fire extinguishers shall be approved by the Fire Chief or his designated representative prior to installation of the manufactured home. (See 425 ILCS Secs. 60/1-60/4)

INSPECTION. All Manufactured/Mobile homes located within, or to be located within, the corporate limits of the City of Anna, shall be subject to inspection in conformity with all City Ordinances.

OFF-STREET PARKING. Every owner of a manufactured housing unit shall provide for an off-street parking area of four hundred (400) square feet.

PROHIBITED RESIDENTIAL USES.

(A) Dependent Mobile Home. It shall be unlawful to locate a dependent mobile home in the City unless placed in a state-licensed travel trailer park.

(B) Independent Travel Trailer. It shall be unlawful to reside in an independent travel trailer in the City unless it is located in a state-licensed travel trailer park.

(C) Manufactured Home. It shall be unlawful to locate a manufactured home or a mobile home in a state-licensed travel trailer park without permission of the City Council.

CARBON MONOXIDE ALARM DETECTORS. Each unit shall be equipped with a carbon monoxide alarm detector as prescribed by state statute. (See 430 ILCS 135/1 etseq.)

SMOKE AND FIRE DETECTORS. Each unit shall be equipped with smoke and fire detectors as prescribed by state statute.

AGE OF MANUFACTURED AND MOBILE HOMES. It shall be unlawful to locate a Manufactured or Mobile home into the City of Anna if it is ten (10) years old or older. All units shall be inspected.

IMMOBILIZED MANUFACTURED HOMES. All immobilized manufactured homes located in the City shall be classified as real estate; therefore, it is mandatory for all persons owning, operating, renting, or leasing an existing manufactured home outside a manufactured home park to remove or cause to have removed the wheels or any other transportation device from the manufactured home. The owner or lessor shall permanently fix it to the ground in a manner that conforms to the definition of an immobilized manufactured home. All existing manufactured homes, when replaced, shall comply with the immobilization provisions of this Ordinance.

PERMIT - FEE. All persons seeking to locate or replace a manufactured home or an immobilized manufactured home outside a manufactured home park shall obtain a Zoning Permit from the, City Clerk or Building Inspector. No utility services shall be connected to the unit until the City has issued the appropriate permits. The fee to locate or relocate a manufactured home or immobilized manufactured home shall be \$2 for every \$1000 of purchase price of the manufactured/mobile home.

LOT SIZE. The minimum lot size for the location of an immobilized manufactured home unit shall be established in the City's Zoning Ordinance. All units shall be located in the City in conformity with the requirements of that Ordinance.

CONCRETE PADS. All immobilized manufactured homes shall conform to the specifications for these units as provided in the definition.

LIMIT OF UNITS. There shall be only one (1) immobilized manufactured home per lot in the City.

MANUFACTURED HOME PARKS - ADMINISTRATION REQUIREMENTS

COMPLIANCE WITH STATUTES AND ORDINANCES.

Every manufactured home park hereafter established in the City shall, at a minimum, conform to the requirements of:

(A) The Illinois Mobile Home Park Act and the Mobile Home Tiedown Act (77 ILL. Adm. Code 870) of the Illinois Compiled Statutes, Chapter 210, Section 115/1 et seq., as passed, approved and amended by the Illinois General Assembly are hereby adopted by the City. The applicable provisions as they pertain to manufactured homes and immobilized manufactured homes shall be controlling within the corporate limits of the City.

(B) The Manufactured Home Community Code as approved by the Illinois Department of Public Health (1998) is hereby adopted by the City. The applicable provisions as they pertain to Manufactured Home community shall be controlling within the corporate limits.

(C) This Ordinance.

(D) The City of Anna's Zoning Ordinance #81-2.

(E) The City of Ann's Ordinance for the Inspection of Non-

Owner-Occupied Dwellings, Ordinance #2019-07

In case of conflict between any provisions of the above, the more stringent requirement shall prevail.

PERMITTING AND PLANNING A PARK. Any person seeking to establish, operate; alter, or expand a manufactured home park shall obtain a permit to construct or a license to operate a manufactured home park.

"Construct or operate a manufactured home park", as used in this Ordinance shall include, but not necessarily be limited to supplying or maintaining common water, sewer, or other utility supplies or services, or the collection of rents directly or indirectly from two (2) or more independent manufactured homes. (All plans shall be submitted to the City Council for approval prior to the granting of a permit.)

LOCAL GOVERNMENT REQUIREMENTS. A permit does not relieve the applicant from complying with this Ordinance or other ordinances applicable thereto. (See Zoning Ordinance.)

PERMITS. The City Council shall review each application and plan documents submitted. When the application and plan documents are found to be in compliance with the "Manufactured Home Community Code", as approved by the Illinois Department of Public Health, the City Council or its designee may issue the proper permit to construct or alter a manufactured home park to the applicant. Permit's shall be valid for one (1) year from date of issue.

INSPECTION OF MANUFACTURED HOME PARK. Upon completion of the proposed construction of a manufactured home park or the proposed alteration of a manufactured home park, the applicant shall notify the City or the designated official in order that an inspection of the complete facilities can be made.

VIOLATION PROCEEDINGS. Any license granted hereunder. shall be subject to revocation or suspension by the Mayor. However, the Mayor or his representative shall first serve or cause to be served upon the licensee a written notice in which shall be specified the way or ways in which such licensee has failed to comply with the statutes, or any rules or regulations promulgated by the City pertaining thereto. The notice shall require the licensee to remove or abate such nuisance, unsanitary or objectionable condition, specified in such notice within five (5) days or within a longer period of time

as may be allowed by the City Council. If the licensee fails to comply with the terms and conditions of the notice within the time specified or such extended period of time, the Mayor or his representative may revoke or suspend such license.

INITIAL PERMIT REQUIRED. Each manufactured home that locates on a lot in a manufactured home park shall secure an initial Building or Zoning Permit from the City. (See Zoning Ordinance)

DESIGN AND CONSTRUCTION REQUIREMENTS

PLAN DOCUMENT. In order to obtain a permit to construct or an original license to operate a manufactured home park, the applicant shall file with the City a written application and plan documents. Such plan documents shall be prepared by a registered engineer or architect licensed to practice in the State of Illinois, with registration seal affixed. Two (2) copies of the plan document shall accompany the application filed with the City Clerk for a permit to construct or alter a manufactured home park or an original license to operate a manufactured home park, not previously licensed/permitted by the City. These plans shall include, but not be limited to the design and construction criteria set forth herein.

APPLICATION.

(A) Every applicant shall file with the City Clerk a written application and plan documents for the proposed construction or alteration of a manufactured home park.

(B) The application shall be completed by the applicant and the engineer or architect and shall include:

- (1) The full name and address of the applicant or applicants, or names and addresses of the partners if the applicant is a partnership, or the names and addresses of the officers if the applicant is a corporation, and the present or last occupation of the applicant at the time of the filing of the application. If the applicant is a corporation, a copy of the certificate of incorporation must be filed with the application.
- (2) The proposed method of lighting the

- structures and land upon which the manufactured home park is to be located.
- (3) The plot plans of the manufactured home park, building plans and specifications for existing buildings and facilities, and the plans and specifications for new buildings and facilities or the proposed alterations in existing facilities.
 - (4) An affidavit of the applicant as to the truth of the matters contained in the application shall be attached.
 - (5) Each application shall be accompanied by an application fee of Three Hundred Dollars (\$300.00) for a permit to construct, or an application fee of One Hundred and Fifty Dollars (\$150.00) for a permit to alter to increase the size of the park.

LOCATION.

(A) Subject to City Ordinances 1981-02 and 2019-07, sites selected for manufactured home development shall be well-drained and free from topographical or geological hinderances and from other conditions unfavorable to a proper residential environment. The manufactured home development shall not be located near swamps, wetlands, marshes, or other breeding places of insects, rats, mice or other rodents. When a good, natural drainage is not available, storm water drainage shall be provided and such drainage shall not endanger any water supply or surface watercourse.

(B) The City Council may authorize a site survey to ascertain that the proposed location complies with the above requirements.

ROADWAYS AND PARKING.

(A) All streets and driveways in every park shall be constructed in compliance with the City's Subdivision Ordinance #2006-09.

(B) All streets in parks constructed shall have a minimum right-of-way of fifty (50) feet and a minimum road width of thirty-two (32) feet for the purpose of this Ordinance, and shall be considered private streets to be maintained by the park owner or operator.

If a manufactured home park has more than fifty (50) units, a wider street may be required by the corporate authorities.

(C) Sidewalks and walkways shall be constructed abutting a street in a manufactured home park and shall be a minimum of four (4) feet in width; provided, however, there shall be no minimum width

requirement for sidewalks for each individual lot. No portion of a mobile home shall block, in any way, the pedestrian traffic on the walkways.

- GENERALLY

LOT SIZE. The minimum lot size for a manufactured home pad shall be seven thousand (7,000) square feet, with a minimum frontage of sixty (60) feet:

MISCELLANEOUS RESTRICTIONS.

(A) No manufactured home unit parked in a manufactured home park shall be immobilized.

(B) Not more than one (1) manufactured home unit shall be parked in one (1) space.

(C) No travel-trailer shall be permitted in any manufactured home park, unless a special area has been approved for that purpose by the City Council.

FEES

LICENSE FEE. The annual license fee per manufactured home park shall be One Hundred Dollars (\$100.00), and shall be due and shall be payable on or before May 1st, of each year. The City Clerk shall notify the owner or operator of the annual fee at least thirty (30) days prior to May 1st.

APPROVED this 19th day of May, 2020



STEVE HARTLINE, MAYOR

RECORD OF VOTE

YEA

NAY

MAYOR HARTLINE

✓

COMMISSIONER BIGLER

✓

COMMISSIONER BRYAN

✓

COMMISSIONER MILLER

✓

COMMISSIONER WEBB

✓

ATTEST: *Tina Sadler*

TINA SADLER, DEPUTY CITY CLERK

FILED FOR RECORD ON 5/20, 20 20

(CITY SEAL)