



**COUNTY OF ANSON**  
**MANUFACTURED HOME PARK**  
**ORDINANCE**

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# **MANUFACTURED HOME PARK ORDINANCE**

## **ARTICLE I**

### **LEGAL PROVISIONS**

#### **Section 1.1: Title**

This Ordinance shall be known and may be cited as the Manufactured Home Park Ordinance of Anson County, North Carolina.

#### **Section 1.2: Purpose**

The regulations as herein set forth have been made for the purpose of promoting the health, safety, and general welfare of the Anson County Residents.

#### **Section 1.3: Authority**

The provisions of this Ordinance are adopted under authority granted by the General Assembly of the State of North Carolina, particularly G.S. 153A-340 through 34B.

#### **Section 1.4: Jurisdiction**

These regulations shall govern the establishment and maintenance of manufactured home parks. Provisions of the Ordinance shall apply uniformly to all areas within the jurisdiction of Anson County, excluding town/city boundaries and any associated extraterritorial jurisdictions (ETJ's).

#### **Section 1.5: Severability of Ordinance**

If for any reason any one or more parts of this ordinance are held invalid, such judgment shall not invalidate the remaining provisions of the Ordinance, but shall be confined in its operation to the specific parts of the Ordinance held invalid.

**Section 1.6: Effective Date**

This Ordinance shall be effective from and after the date of its adoption by the Anson County Board of Commissioners. The Manufactured Home Park Ordinance previously adopted is hereby repealed.

Approved and adopted by the Anson County Board of Commissioners this 7<sup>th</sup> day of November 1995.

**ATTEST:** Bonnie M. Huntley, Clerk to Board of County Commissioners

Herman K. Little, Chairman County Commissioners

*Amended, Approved and Adopted by the Anson County Board of Commissioners this \_\_\_\_\_ day of \_\_\_\_\_, 2001.*

*Attest:* \_\_\_\_\_  
*Clerk to Board of County Commissioners*



\_\_\_\_\_  
*Chairman County Commissioners*

## ARTICLE II

### DEFINITIONS AND INTERPRETATION OF TERMS

#### Section 2.1: Interpretation of Certain Terms and Words

- A. WORDS used in the present tense include the future tense.
- B. WORDS used in the singular number include the plural, and words used in the plural number include the singular.
- C. THE word “shall” is always mandatory and not merely directory.
- D. THE word “may” is permissive.
- E. THE words “used” or “occupied” include the words “intended”, “designed”, or “arranged to be used or occupied”.

#### Section 2.2: Definitions

- 1. ACCESS. A way of approaching or entering a property. Access also includes ingress, the right to enter, and egress, the right to leave.
- 2. ACCESSORY BUILDING OR USE. A building or use which is:
  - A. Conducted or located on the same lot as the principal building or use served, except as may be specifically provided elsewhere in this Ordinance;
  - B. Clearly incidental to, subordinate in area and purpose to, and serves the principal use; and
  - C. Either in the same ownership as the principal use or is clearly operated and maintained solely for the comfort, convenience, necessity, or benefit of the occupants, employees, customers, or visitors of or to the principal use.
- 3. BOARD OF ADJUSTMENT. A local body, whose responsibility is to hear appeals from decisions of the Enforcement Officer and to consider requests for variances from the terms of this Ordinance and the Zoning Ordinance.
- 4. BOARD OF COUNTY COMMISSIONERS. The governing body of Anson County.
- 5. BUFFER. A fence, wall, hedge, or other planted area or device used to enclose, screen, or separate one use or lot from another.

6. ENFORCEMENT OFFICER. The official charged with the enforcement of the Manufactured Home Park Ordinance is the appointed Anson County Zoning Enforcement Officer or his designated representative.
7. LOT. A parcel of land occupied or intended for occupancy by a main building or group of main buildings and accessory buildings, together with such yards, open spaces, lot width and lot areas as may be required by this or other ordinance and shown on a plat or record or considered as a unit of property and described by mete and bounds. For the purpose of this Ordinance the word “lots” shall be taken to mean any number of contiguous lots or portions thereof, upon which one or more main structures for a single use are erected or are to be erected.
8. MANUFACTURED HOME. A structure that (a) consists of a single unit substantially assembled at the factory or of multiple principal components totally assembled at the factory and joined together at the site; and (b) is designed so that the total structure (or in the case of a double-wide, triple-wide or quadruple-wide, each component thereof) can be transported on its own chassis; and (c) is over 40 feet long and over 10 feet wide; and (d) is designed to be used as a dwelling and provides complete, independent living facilities for one family when connected to required utilities, including permanent provisions for living, sleeping, eating, cooking, and sanitation; and (e) does not meet all requirements of the North Carolina Uniform Residential Building Code. For the purpose of this Ordinance, the placement of such a structure on a permanent foundation or the addition of conventionally constructed sections in no way changes its status as a manufactured home.
9. MANUFACTURED HOME PARK. Any site or tract of land of contiguous ownership upon which manufactured home spaces are provided for manufactured home occupancy whether or not a charge is made for such service or any piece of land that is occupied by two or more manufactured homes. This does not include manufactured home sales lots on which unoccupied manufactured homes are parked for the purpose of inspection and sales.
10. MANUFACTURED HOME SPACES. A plot of land within a manufactured home park designed for the accommodation of one manufactured home along with surrounding yards or open space for the use of the residents of that home.
11. NON-CONFORMING LOT. A lot existing at the effective date of this Ordinance or any amendment to it (and not created for the purpose of evading the restrictions of this Ordinance) that cannot meet the minimum area or lot width or depth requirements.
12. NON-CONFORMING USE. The use of a building, manufactured home, or land which does not conform to the use regulations of this ordinance, either at the effective date of this Ordinance or as a result of subsequent amendments which may be incorporated at a later time.

13. ORDINANCE. This, the Manufactured Home Park Ordinance, including any amendments. Whenever the effective date of the Ordinance is referred to, the reference included the effective date of any amendment to it.
14. PARKING SPACE. A parking space of not less than one hundred eighty (180) square feet per automobile, plus the necessary access space. Parking spaces may not be stacked, but shall be side by side.
15. PLANNING BOARD. A public body of Anson County, appointed by the Board of County Commissioners, pursuant to state statutes relating to planning boards. The Planning Board is responsible for reviewing and making a recommendation to the Anson County Board of Commissioner's on all Manufactured Home Park plans.
16. REVIEW COMMITTEE. A review Committee shall be comprised of Anson County staff, which shall include, but not be limited to the Code Enforcement Officer/Zoning Officer, Environmental Health Personnel, County Manager, Economic Development staff, Soil Conservation Service staff, NCDOT, School District staff, utility staff, engineers, surveyors, environmental and other staff as deemed appropriate.
17. SETBACK. The required distance between every structure and the lot lines of the lot on which it is located.
18. SETBACK, FRONT. The minimum allowable distance from the street right-of-way line to the closest point of the foundation of a building or projection thereof.
19. SETBACK, SIDE. The minimum allowable distance from the nearest building to the side lot line, extending from the required front setback to the required rear setback.
20. SETBACK, REAR. The minimum allowable distance from the nearest building to the rear lot line, extending the full width of the property.
21. SIGN. Any words, lettering, figures, numerals, emblems, devices, trademarks, or trade names, or any combination thereof, by which anything is made known and which is designed to attract attention and/or convey a message.
22. SIGN IDENTIFICATION. A sign used to display only the name, address crest or trademark of the business, individual, family, organization, or enterprise occupying the premises, the profession of the occupant or the name of the building on which the sign is displayed, or a permanent sign announcing the name of a sub-division, manufactured home park, shopping center, tourist home, apartment complex, church, school, park, or quasi-public structure, facility, or development, and the name of the owners or developers.

23. SIGN – FLASHING. Any illuminated sign on which the artificial light is not maintained stationary or constant in intensity and color at all times when such is in use. For the purpose of this Ordinance any moving illuminated sign shall be considered a “flashing sign”. Such signs shall not be deemed to include time and temperature signs or public message displays using electronic switching.
24. SIGN – PORTABLE (MOBILE). A sign generally constructed to be easily movable from location to location without a permanent attachment to the ground or to a building and which may or may not be equipped with wheels. Such signs usually are designed for changeable messages.
25. STREET. A thoroughfare which affords the principal means of access to abutting property.
26. STREET – COLLECTOR. A street that serves as the most probable and convenient access route between any public street connected to the manufactured home park and a total of forty (40) or more manufactured home spaces, including any other residences on that street.
27. STREET LINE. The line between the street right-of-way and abutting property.
28. STREET – MINOR. All streets within the manufactured home park that do not meet the definition of collector streets.
29. STREET – PRIVATE. Any road or street which is not publicly owned and maintained and is used for access by the occupants of the development, their guests, and the general public.
30. TRAVEL TRAILER. Any vehicle or structure originally designed to transport something or intended for human occupancy for short periods of time, such as:
  - A. TRAVEL TRAILER (HOUSE TRAILER). A vehicular, portable structure built on a wheeled chassis, designed to be towed by a self-propelled vehicle for use for travel, recreation, or vacation purposes, having, a body width ten (10) feet or less or body length forty (40) feet or less.
  - B. SELF-CONTAINED TRAILER. A travel trailer which can operate independently of connections to sewer, water, and electric systems, containing a water-flushed toilet, lavatory, shower, and kitchen sink, all of which are connected to water storage and sewage holding tanks located within the unit.
  - C. MOTOR HOME. A portable, temporary dwelling, to be used for travel, recreation, vacation, constructed as an integral part of a self-propelled vehicle.

D. POP-UP TRAILER. A portable structure built on a wheeled chassis, designed to be towed by a self-propelled vehicle for use for travel, recreation, or vacation purposes.

31. SECTION. A part that is, may be, or is viewed as separated (for this purpose, five (5) spaces).
32. VARIANCE. A variance is a relaxation of the terms of the Ordinance where such variance will not be contrary to the public interest, which will not create a nuisance, and where, owing to conditions peculiar to the property and not the result of the action of the applicant, a literal enforcement of the Ordinance would result in unnecessary and undue hardship. As used in this Ordinance, a variance is authorized only for height, area, and size of structure or size of yards, buffers, and open space. Establishment or expansion of a use otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of non-conformities or uses in other manufactured home parks.

## **ARTICLE III**

### **MANUFACTURED HOME PARK MINIMUM DESIGN STANDARDS**

#### **Section 3.1: Minimum Park Size**

Manufactured home parks shall be located on a tract of land not less than two (2) acres in size and shall be designed for at least five (5) spaces, but no more than thirty (30) spaces. Smaller size manufactured home parks are required in order to reduce the impact on utilities, schools, and adjacent neighborhoods.

Manufactured Home Parks with ten (10) spaces or less, shall have no unit manufactured more than ten (10) years prior to time of placement in park.

Manufactured Home Parks with more than ten (10) spaces shall have a section exclusively for homes manufactured no more than five (5) years prior to placement in park. This section will be separated by a buffer strip or solid fence of treated lumber.

**Any Variance from the above two paragraphs will be at the discretion of the Planning Board and/or Board of Adjustment.**

#### **Section 3.2: Manufactured Homes Located in Anson County**

No unit, manufactured before 1976 is permitted to locate in Anson County, in a park or on an individual tract, after adoption of this Manufactured Home Park Ordinance. If any manufactured home already in existence in Anson County, at time of adoption of this Ordinance, is moved or ownership is transferred to another individual, then the following is required: (a) the manufactured home shall have been constructed after July 1, 1976, the date when the standards of the National Manufactured Home Construction and Safety Standards Act went into effect; (b) conform to all Federal Manufactured Home Construction and Safety Standards and /or codes for manufactured homes and bear the required HUD tag and /or date plate or an A-119.1 seal; and (c ) approval by the Anson County Enforcement Officer along with approval of the Planning Board.

#### **Section 3.3: Minimum Space Size and Dimensions**

The minimum manufactured home space area shall be 8,100 square feet, when public sewer and water are supplied. Where public sewer and water are not supplied, the minimum space area shall be 20,000 square feet. Where either a public sewer or a public water system is provided, the minimum space area shall also be 20,000 square feet. All lots must front on an internal, private street, and the minimum width of the space at the

setback line (15 feet) shall be ninety (90) feet, and the minimum depth shall be ninety (90) feet.

All manufactured homes shall have their longest axis oriented on the lot to be parallel to either the internal street or the public right-of-way.

Cul-de-sac lots are allowed to have a minimum street frontage of 45'. However, the manufactured home shall be located on the lot at a point where the width of the lot is equal to 90' or more. Along cul-de-sac streets, manufactured homes shall have the long length of the manufactured home oriented toward the street, to blend with the orientation required on non cul-de-sac streets.

Each manufactured home space shall be clearly established on the ground by permanent monuments or markers. The boundaries shall be easily discernible.

### **Section 3.4: Minimum Distances From Buildings and Streets**

Each manufactured home shall be located a minimum of thirty (30) feet from any other manufactured home, or building; a minimum of twenty (20) feet from any accessory structure within the manufactured home park; a minimum of twenty (20) feet from the edge of any private internal street right-of-way, and minimum of fifty (50) feet from any public street right-of-way.

### **Section 3.5: Minimum Setbacks From Lot Lines**

Each manufactured home shall be located a minimum of fifteen (15) feet from the boundary line of the manufactured home space. Accessory structures shall be located a minimum of five (5) feet from the boundary line of the manufactured home space.

### **Section 3.6: Required Manufactured Home Space Improvements**

Each manufactured home space shall be provided with a patio of at least one hundred (100) square feet constructed of concrete, brick, flagstone, or other such hard surfaced material, or a porch or deck of the same size raised above the ground and constructed of the same materials or pressure treated lumber. A paved or gravel walkway, a minimum of two (2) feet wide, shall be provided, from the road or off-street parking space to the patio or porch. Each patio and walkway shall be graded and properly drained to prevent ponding.

### **Section 3.7: Grading Of The Manufactured Home Space**

Each manufactured home stand and space shall be graded to provide adequate storm drainage away from the manufactured home and such that there will exist no more than three (3) feet difference between the chassis of the manufactured home and the finished grade at the footings along the entire perimeter of the manufactured home proper.

### **Section 3.8: Required Footings**

The support of all manufactured homes located within a manufactured home park shall rest upon properly approved footings. When the manufactured home is accompanied with set-up instructions designed by a registered architect or engineer, then the owner shall use those set-up instructions as the standard for footings. If no such set of instructions are available, the Enforcement Officer will enforce the standards listed in the “State of North Carolina Regulations for Mobile Homes” booklet published by the North Carolina Department of Insurance.

### **Section 3.9: Tie Down And Anchoring Requirements**

Manufactured homes shall be securely anchored to the ground by means of a tie down system. When the manufactured homes is factory equipped with a tie down system designed by a registered architect or engineer, then the owner will use the manufacturer’s set of instructions as the standard of proper tie down procedures. If no such set of instructions is available the Enforcement Officer will enforce standards listed in the “State of North Carolina Regulations for Mobile Homes” booklet published by the North Carolina Department of Insurance.

### **Section 3.10: Flood Hazard And Watershed Area**

If a manufactured home park is located within a special flood hazard area, as identified on the county’s Flood Hazard Boundary Maps, or Watershed Maps it shall be required to comply with the applicable provisions contained in the Anson County Flood Damage Prevention Requirements or the Watershed Protection Ordinance.

### **Section 3.11: Buffers (Planting Strips)**

The manufactured home park shall have a buffer not less than twenty (20) feet wide adjacent to the park boundary extending along the entire perimeter of the manufactured home park. The buffer shall not be a portion of any manufactured home space, street, right-of-way, or private drive and shall be planted with evergreen and/or deciduous trees. Nor shall the buffer area be counted toward minimum lot sizes.

Buffers may be included within the required distance of any lot from a public street right-of-way (see Section 3.4).

Fences may be placed in the buffer, but are not required. The purpose of the buffer is to act as screen. Before starting, the **buffer strip** must be reviewed and approved, by the Planning Board.

The buffer shall consist of one of three alternatives. Each side of the park may use a different alternative than other sides of the park. The plantings described for each alternative are the amount to be planted for each one hundred (100) feet, or portion thereof, of boundary. The alternatives are:

- a minimum twenty (20) foot wide strip of three (3) feet high solid evergreen hedge of a species expected to reach five (5) feet in height within three (3) years of normal growth and three (3) trees,
- a minimum thirty (30) foot wide strip of natural heavily wooded areas, or
- a minimum forty (40) foot wide area landscaped with grass or other ground cover and at least seven (7) trees and fifteen(15) shrubs.

Existing trees and shrubs in the buffer area, which meet the size requirements, may be used toward the required landscaping. Trees, which are of an evergreen variety, must be at least three (3) feet in height. Other trees must be at least four (4) in height. Shrubs must be at least twelve (12) inches in height. Species to be planted are any which meet the size specifications given above, but cedars of any variety in new parks are prohibited, due to the damage they will cause to fruit trees. The addition of, or placement of cedars in existing parks is prohibited, however existing cedars may remain.

The property owner shall be responsible for the maintenance of all buffers. Litter and debris shall be kept cleared and dead plants shall be replaced with plants meeting the specifications of this Section. All structures shall be kept in good repair. If proper maintenance is not provided, the Enforcement Officer shall notify the property owner of such fact and if the proper action is not taken within thirty (30) days of such notice, the County shall be authorized to enter the property and perform the work. The cost of this work shall be charged to the property owner and a lien on the property in that amount shall exist until the County is reimbursed.

### **Section 3.12: Nonresidential Uses**

No part of any park may be used for nonresidential purposes, except uses that are required for the direct servicing and well being of park residents and for the management and maintenance of the park. This Section shall not be construed to prohibit the sale of a manufactured home located on a manufactured home space and connected to the pertinent facilities.

### **Section 3.13: Parking**

- A. Manufactured Home. Each manufactured home park shall provide sufficient parking and maneuvering space of at least twenty (20) feet in width, unless more is deemed necessary because of because of topography or street curvature.
- B. Private Vehicles. At least two off-street parking spaces (with a minimum of 180 sq. ft. (9' X 20') per parking space) shall be provided for each manufactured home space in the park, but shall not be located within any right-of-way or within any street in the manufactured home park. Parking spaces shall be side-by-side and not stacked in the driveway. Each off-street parking space shall be paved or have a surface consisting of at least four inches of crushed stone or other suitable material on a well compacted sub-base which is durable and well drained under normal use and weather conditions. This area is the only area to be used for parking, except for guest parking areas as provided in Section 3.16J, and utility/storage lots, as provided in Section 3.26.

### **Section 3.14: Exterior Lighting**

Adequate lights shall be provided to illuminate streets, common driveways, and walkways for the safe movement of vehicles and pedestrians at night. Such lights shall include, at a minimum, area lights at each entrance to the park, at each street intersection, at the end of each dead end street or cul-de-sac, at each recreation area, at the park office, and at each service center or other common area or building. The lighting will be installed every 300 ft. or as recommended by the utility company.

### **Section 3.15: Utilities**

The following utility standards shall apply. In every manufactured home park, all installations (other than those within the manufactured home itself) of plumbing and electrical wiring and all gas and oil appliances shall comply with the provisions of the building, plumbing, electrical, heating, and gas regulations of the state and local governments. In addition, all electrical wiring shall be placed underground. A waiver from the County Commissioners may be requested if unusual circumstances exist.

- A. Water Supply. Each manufactured home park shall obtain water from a public water supply when available, and when unavailable, from a source approved by Anson County Environmental Health personnel or appropriate state agency. The supply shall be adequate for the park requirements. The drinking, cooking, laundry, and general bathroom water supply for each individual manufactured home shall be obtained from faucets or other plumbing connections located within each manufactured home.

- B. Sewage Disposal. Each manufactured home park shall be provided with an adequate sewage disposal system by connection either to a public sewage system or to septic tank systems approved by Anson County Environmental Health Personnel or appropriate state agency.

### **Section 3.16: Interior Street System**

- A. Access. All manufactured home parks shall be provided with a network of streets, roads, or driveways that will allow safe and convenient vehicular access to an improved public street from each manufactured home space, but no individual, manufactured home within a park may have direct vehicular access to a public street.
- B. Circulation. The street system shall provide convenient circulation by means of minor streets and properly located collector streets in all manufactured home parks and in any manufactured home parks that include other types of residential dwelling units. Dead end streets shall be no longer than 850 feet and their closed end shall have a turn-a-round such as a “T” or “Y” turn or cul-de-sac with a minimum diameter of fifty (50) feet.
- C. Roadway Surface. All streets in manufactured home parks with average space sizes under 20,000 square feet, or all manufactured home parks with twenty (20) or more spaces must be paved with at least two (2) inches of I-2 asphalt or comparable material on a six (6) inch base of crushed stone with such base constructed on a compacted sub-base. Non-paved streets shall have a smooth, hard, dense surface consisting of at least six (6) inches of crushed stone on a compacted sub-base.
- D. Roadway Width. Minimum street widths shall be twenty (20) feet for collector streets and eighteen (18) feet for minor streets with no parking allowed.
- E. Street Grades. Grades of all streets shall be sufficient to insure adequate surface drainage, but shall not be more than eight (8) percent. Short runs may have a maximum grade of twelve (12) percent, if traffic safety is assured.
- F. Intersection With Public Streets. The intersection of the public street with the entranceway or private access road to the manufactured home park shall be designed to facilitate the free movement of traffic on the public street and to minimize the hazards caused by traffic entering or leaving the park development. Signs shall be erected or curb markings painted to indicate that parking on the entrance way or private access road within one hundred (100) feet of its intersection with the public street is prohibited.

- G. All Intersections. All street intersections shall generally be at right angles. Offsets at intersections and intersections of more than two (2) streets at one point shall be avoided.
- H. Drainage. Area to provide proper drainage ditches and a three (3) to one (1) back slope shall be provided where determined necessary by the Planning Board, upon recommendation by the Anson County Building Inspector/Code Enforcement Officer and/or Zoning Enforcement Officer.
- I. Multiple Park Entrances. All new manufactured home parks that can accommodate twenty (20) or more spaces shall provide at least two separately designated areas which contain both an entrance and exit to the manufactured home park. In certain circumstances, a waiver may be sought to reduce the number of the ingress/egress points when there is limited road frontage available. A waiver can be granted by the Planning Board, if at least one permanent turn-around within the park is provided.

All manufactured home parks that can accommodate less than twenty (20) spaces shall provide at least one area containing both an entrance and an exit to the manufactured home park. Manufactured home parks requiring only one entrance and exit areas shall provide at least one permanent turn-around within the park.

When the manufactured home park has more than one direct access to a public street, they shall not be less than two hundred (200) feet apart or less than two hundred (200) feet from public street intersection unless topographical or site conditions demand otherwise.

- J. “No parking” signs shall be erected along all residential streets within the manufactured home park.
- K. Guest parking may be provided in demarcated areas scattered throughout the park, at a rate of one guest parking space per each three (3) manufactured home spaces. Guest parking spaces shall be 9’ X 20’ in size, each.
- Guest parking shall be paved or have a surface consisting of at least four inches of crushed stone or other suitable material on a well compacted sub-base which is durable and well drained under normal use and weather conditions.
- L. Speed Bumps. If speed bumps or other traffic calming devices are used, they shall be painted in a manner to draw the motorists attention. Appropriate signs shall also be placed along the street, warning motorists of the device.

- M. Maintenance of street (s) within the park shall be provided by the owner (s) or operator (s) of the park, unless dedication is made and accepted by the State for adding the street to the state public road system.
- N. Each street shall have a permanent sign installed with a designated name identifying each street, and traffic control signs (stop, yield, and speed) shall be placed throughout the manufactured home park.

### **Section 3.17: Recreation Areas**

When a manufactured home park contains at least twenty (20) or more spaces, a recreation area will be developed and maintained that shall include no less than eight (8) percent of the total park area. The minimum size of any recreation areas shall be 2,500 square feet. Lakes, ponds, rivers, streams, swamps, and marshlands shall not be considered as meeting, in part or in whole, the recreation area requirements of this Section. The regulations contained in this Section shall not apply to manufactured home parks which contain only spaces of 20,000 square feet or larger.

### **Section 3.18: Storage Buildings**

Each manufactured home space may be equipped with a storage building not to exceed ten feet by twelve feet (10 X 12) provided that all such buildings are located adjacent to the rear space boundary line. All such storage building shall be residential in character with a pitch roof to blend with the residential neighborhood. Storage buildings shall be located a minimum of 5' from the side and rear property lines of each manufactured home space. Exterior storage is allowed only in an approved storage structure.

### **Section 3.19: Storage Of Possessions**

Storage of possessions and equipment in the areas beneath a manufactured home shall be prohibited, and no storage is allowed outside the home, except in an approved storage structure.

### **Section 3.20: Nuisance Ordinance**

All existing manufactured home parks and new parks are to comply with the Anson County Nuisance Ordinance.

### **Section 3.21: Skirting**

At the time of set-up, and prior to occupancy, skirting shall be attached to each manufactured home, located in a Manufactured Home Park. This skirting shall be specifically manufactured for that purpose and shall be of a material compatible with the home siding.

### **Section 3.22: Service Center**

The manufactured home park may have a service center containing a retail sales counter or coin operated machines for the park residents' use only, provided they are completely enclosed within a building, there is no exterior advertising, and provided that such structures shall not front on a public street. If such a structure is built and used, it shall be available to residents as a severe weather shelter.

### **Section 3.23: Park Signs**

One (1) permanent, identification sign shall be permitted at each major entrance to a manufactured home park. This sign shall be no larger than six (6) square feet in area, shall not exceed four (4) feet in height above ground level, and must be placed on private property no closer than twelve (12) feet to any property line. Mobile signs and flashing signs shall be prohibited. Illumination shall be limited to indirect white lighting.

### **Section 3.24: Manufactured Home Space Numbering**

Each manufactured home space shall have a site number, a minimum of four (4") in height, of permanent lettering attached on a 4" x 4" post made of treated lumber and placed at the driveway entrance or affixed to the unit. Such numbering shall be visible from the street serving the space.

### **Section 3.25: Cluster Mailboxes**

Space within the manufactured home park shall be provided for cluster mailboxes. Only cluster mailboxes approved by the U.S. Postal Service shall be used. They shall be located at convenient places within the park deemed suitable by the U.S. Postal Service. Individually owned and located mailboxes shall not be allowed. All cluster mailboxes shall be located within the manufactured home park and shall not front directly on any public road. At least one (1) mailbox per manufactured home space shall be provided and the residents of the manufactured home occupying that space shall be provided with a key to open and close the corresponding mailbox.

**Section 3.26: Utility and Storage Lots**

Utility lots designed for the storage of campers, boats, etc. may be located within the manufactured home park in designated areas. It is highly recommended that any utility lot have a fence with a gate to ensure safety of residents' property. No such utility lot shall be located in any required screening or recreation area.

**Section 3.27: Junked and Abandoned Vehicles**

No junked or abandoned vehicles (as defined in the Anson County Nuisance Ordinance) shall be allowed in the manufactured home park.

## **ARTICLE IV**

### **RESPONSIBILITIES AND DUTIES OF PARK OPERATORS**

#### **Section 4.1: Manufactured Home Park Maintenance**

Manufactured home park operators, or management shall be required to provide adequate supervision to maintain the park in compliance with the requirements of this Ordinance. Further, the manufactured home park operators shall keep all park owned facilities, improvements, equipment, and all common areas in good repair and maintained in such a manner as to prevent the accumulation or storage of materials which would constitute a fire hazard or would cause insect or rodent breeding and harborage. In addition, the park and its facilities shall be maintained in a clean and sanitary condition. Park operators shall abide by all requirements of the Anson County Nuisance Ordinance.

Maintenance of street (s) within the park shall be provided by the owner (s) or operators (s) of the park, unless dedication is made and accepted by the State for adding the street to the state public road system.

The manufactured home park owner (s), or operator (s) shall notify park occupants and prospective occupants of all applicable provisions of the Ordinance and inform them of their duties and responsibilities under this Ordinance.

#### **Section 4.2: Placement and Anchoring**

Operators shall be required to supervise the placement of all manufactured homes and to guarantee that they are properly anchored, attached to utilities, and skirted.

#### **Section 4.3: Report To County Tax Supervisor**

Operators shall be required to comply with G.S. 105-316 (a) (1), which requires that as of January 1 of each year each operator of a park renting spaces for six (6) or more manufactured homes furnish to the County Tax Supervisor the name of the owner of, and a description of each manufactured home located in the park. The County requires that all Park owners comply with this G.S.

#### **Section 4.4: Solid Waste Disposal**

All garbage and refuse in every manufactured home park shall be stored in suitable water-tight receptacles which shall be kept covered with closely fitting covers. All

receptacles shall have a capacity of at least thirty (30) gallons. No person shall throw, leave or store garbage or refuse upon the ground of any manufactured home park. It shall be the duty of the park operator to make certain that all garbage and refuse are regularly disposed of in a sanitary and timely manner, in accordance with county policies.

A fence (wood or chain link) at least five (5) ft. in height, which encloses three (3) sides of dumpsite areas must be in place at time of final approval of park. **All existing parks must comply with this section within thirty (30) days of its adoption.**

#### **Section 4.5: Permanent Steps**

The park operator shall be required to provide and supervise the placement of pre-cast concrete or metal steps or pressure treated lumber steps for each manufactured home, at each entrance which is not equipped with a raised porch. All steps are to have handrails on both sides of steps. Stacked block or brick steps and similar arrangements, which are not strong, sturdy, and secured, shall be prohibited. Only steps that are strong, sturdy, and secured shall be permitted. All steps and landings shall meet minimum state standards.

#### **Section 4.6: Manufactured Home Sales In Manufactured Home Parks**

It shall be unlawful to conduct on a commercial basis the sale of manufactured homes or travel trailers within a manufactured home park.

#### **Section 4.7: Residential Units Not To Be Travel Trailers**

No manufactured home park shall permit a travel trailer, pop-up trailer, RV, or motor home as herein fined to locate within its boundaries if used for any dwelling purpose whatsoever.

#### **Section 4.8: Fire Prevention and Detection**

In addition to any fire prevention regulations of Anson County, the following shall apply:

- A. The operator of a manufactured home park is responsible for informing each park resident of the locations of the nearest fire alarm box, if any.
- B. The park owner(s), or operator(s) shall install a fire extinguisher labeled as suitable for Class A,B, and C fires and of a type approved by the Fire Department in each building open to the public and in the park office if such exists on the grounds.

- C. The park owner(s) or operator(s) shall maintain the park areas free of rubbish, dry brush, leaves, weeds, and any other materials which might communicate fires between manufactured homes and other buildings.
- D. Empty liquefied petroleum gas containers and other objects and materials, not approved by the Fire Department, shall be stored under manufactured homes.
- E. The manufactured home park owner(s) or operator(s) shall be responsible for a payment of any applicable fee if the Fire Department is called upon.

**Section 4.9: Infestation Prevention**

- A. Grounds, buildings, and structures shall be maintained free of insect and rodent infestation.
- B. Parks shall be maintained free of accumulations of debris, which may provide rodent's harborage or breeding places for flies, mosquitoes, and other pests.
- C. Where the potentials for insects and rodents infestations exists, all exterior openings, in or beneath any structure, shall be appropriately screened with wire mesh or other suitable materials.
- D. The growth of brush, weeds, and grass shall be controlled to prevent harborage of ticks, chiggers, and other noxious insects. Parks shall be so maintained as to prevent the growth of ragweed, poison ivy, poison oak, poison sumac, and other noxious weeds considered detrimental to health. Open areas shall be maintained free of heavy undergrowth of any description. All unfilled spaces and boundaries of the park shall be mowed at least every 30 days, during growing season.

## **ARTICLE V**

### **PROCEDURE FOR MANUFACTURED HOME PARK APPROVAL**

#### **Section 5.1: Approval Required**

No person shall construct or engage in the construction of any manufactured home park or make any addition or alteration to a manufactured home park that either alters the number of spaces for manufactured homes within the park or affects the facilities required therein, until an initial permit has been issued by the Enforcement Officer, upon approval of the proposed manufactured home park by the Anson County Board of Commissioners.

#### **Section 5.2: Initial Permit Application Procedure**

- A. **Application and Plan.** Prior to the construction of a new manufactured home park or the expansion of an existing manufactured home park, the owner/developer shall file an application with the Enforcement Officer, to construct or expand such a park. The application shall be accompanied by five (5) copies of the proposed park plan, and a fee paid, according to a fee schedule adopted by the Board of Commissioners. Such application must be received at least 3 weeks prior to a regularly scheduled meeting of the Anson County Planning Board, if the application and proposed park plan is to be reviewed by the Planning Board at that time.
  
- B. **What the Plan Will Show.** The park plan shall be drawn at a scale of one hundred (100) feet to one (1) inch or larger and shall include the following:
  - (1) The name of the park, the names and addresses of the owner or owners, and the designer or surveyor.
  - (2) Date, scale, and magnetic north, deed north, true north, or grid north arrow.
  - (3) Boundaries of the tract shown with bearings and distances, drawn to scale, and the area of the park in square feet or acres.
  - (4) The locations of existing and platted property lines, streets, buildings, water courses, railroads, bridges, water mains, sewers, culverts, drainpipes, and any utility easements. The Planning Board or Enforcement Officer may require similar information to be shown outside proposed park boundaries.
  - (5) The proposed names, location and proposed dimensions of all proposed streets, alleys, driveways, entrances, exits, walkways, easements, recreation areas, parks and open spaces, reservation, manufactured home spaces,

manufactured home stands, parking areas, and building lines within the park. The locations, dimensions, and types of all buffers, must meet the requirements detailed in Section 3.11. In all cases the proposed characteristics shall be shown in a manner that shall distinguish them clearly from the existing characteristics of the land.

- (6) A vicinity map showing the location of the park and the surrounding land usage.
- (7) The names of adjoining property owners and the names of any adjoining subdivisions or other manufactured home parks.
- (8) When deemed necessary by the Anson County Enforcement Officer profiles of all proposed public or private streets or drives, showing natural and finished grades drawn to a scale of not less than 1" = 40' horizontal and 1" = 4' vertical.
- (9) The proposed storm drainage for each manufactured home space and for the entire manufactured home park. This will also include all proposed grading, sewer installations and storm drains, which may be deemed necessary to insure proper drainage and the elimination of ponding. Storm drainage plans shall be approved by the District Office of the North Carolina State Highway Commission for all storm drainage along streets and roads.
- (10) An accurate drawing showing the location and size of each manufactured home lot, all proposed and existing utilities, structures, patio, sidewalks, concrete footing, walks, off-street parking spaces, guest parking areas, utility and storage parking areas (if applicable), driveways, interior streets, entrances, buffer, signage, cluster mailboxes, service centers (if applicable), recreation areas (if applicable) and all other improvements.
- (11) Land contours with vertical intervals of not more than two (2) feet for all manufactured home parks with twenty-five (25) home spaces or more.
- (12) A detailed plan for electrical installations prepared to meet the Natural Electrical Code and State Building Code and any local codes or ordinances.
- (13) The existing and proposed utility system for surface water drainage, street lights, water supply, and sewage and solid waste disposal facilities, including the number and location of trash receptacles.
- (14) Certification of approval of water supply system plans by the appropriate state or local agency.

- (15) Certification of approval of sewerage collection system by the appropriate state or local agency.
- (16) Certification of approval of solid waste storage, collection, and disposal plans by the Anson County Health Department.
- (17) Certification of lot approval by the County Health Department including suitability for septic tank system, if used.
- (18) The location and widths of the 100 year flood boundary.
- (19) The location of proposed site lines and other property lines. Setback requirements as required in Section 3.4 and Section 3.5.
- (20) Type and location of garbage and/or trash receptacles, as per Section 4.4.
- (21) The location of all buffers, including widths, and proposed landscaping materials, and installation schedule.
- (22) An accurate drawing of all proposed Manufactured Home Park signs and addressing systems, as per Section 3.23, Section 3.24, Section 3.16F, and Section 3.16L, and Section 3.16J.

### **Section 5.3: Review Of The Proposed Park Plan**

The Anson County Zoning Enforcement Officer shall transmit the proposed park plan to the Review Committee.

- A. THE REVIEW COMMITTEE shall review the proposed manufactured home park plan to determine if it is in accordance with the requirements set forth in this Ordinance, and other adopted Ordinances and policies. Their recommendations and comments shall be forwarded by the Enforcement Officer with the proposed park plan to the Clerk of the Anson County Planning board for review at the next Planning Board meeting.
- B. THE PLANNING BOARD shall review the proposed manufactured home park plan to determine if it is in accordance with the requirements set forth in this Ordinance, and make a recommendation regarding approval to the Anson County Board of Commissioners. The Enforcement Officer shall forward the proposed plan, application , and recommendation to the Clerk to the Anson County Board of County Commissioners.

- C. THE ANSON COUNTY CLERK shall place the proposed manufactured home park application on the Anson County Board of Commissioner's agenda.
- D. THE ANSON COUNTY BOARD OF COMMISSIONERS shall review the proposed manufactured home park plan and the recommendation from the Planning Board to determine if the plan shall be approved.
- E. IF THE ANSON COUNTY BOARD OF COMMISSIONERS should disapprove the proposed park plan, the reasons for such action and recommended changes shall be given to the applicant/developer or his agent.
- F. AFTER THE ANSON COUNTY BOARD OF COMMISSIONERS has approved the proposed park plan, one approved copy shall be sent to the Anson County Zoning Enforcement Officer (for permanent record in department) and one approved copy shall be given to the applicant/developer or his agent.

#### **Section 5.4: Issuance Of Initial Permit And Business License**

- A. After receiving approval of the proposed manufactured home park plan by the Board of County Commissioners the Anson County Enforcement Officer is authorized to issue an initial permit. The intent of this permit is to enable the construction of the park according to the proposed plan, but shall not be construed to entitle the applicant to offer spaces for rent or lease, or to operate a manufactured home park.
- B. If construction of the manufactured home park has not begun within twelve (12) months from the issued date of the initial permit, the Planning Board may grant an extension of the permit when the applicant shows reasonable cause for the delay. If no extension is requested, then the initial permit shall expire.
- C. When the developer has completed the construction, of the manufactured home park he shall apply to the Anson County Enforcement Officer for a business license. The Anson County Enforcement Officer and a representative of the Anson County Environmental Health Personnel shall make an on-site inspection of the park.
  - (1) If the park conforms to the plan approved by the Board of County Commissioners and other agencies, the Anson County Enforcement Officer shall issue the developer a business license.
  - (2) If the park does not conform with the approved plan, the Anson County Enforcement Officer shall delay issuance of the business license until it comes into conformity.

- D. The business license issued to the applicant shall constitute the authority to operate the manufactured home park. The business license shall expire after a two (2) year period and must be renewed to remain valid.
- E. When a manufactured home park is to be developed in stages, the proposed plan may be submitted for the entire development, and application for a business license may be made for each stage completed.
- F. Violation of any of the ordinance requirements constitutes grounds for refusing to issue or renew a business license or to revoke an existing license. Failure to apply for a business license, failure to apply for a renewal within thirty (30) days of the license expiration, and operating a manufactured home park without a valid business license are misdemeanors, punishable under the terms of this Ordinance.

#### **SECTION 5.5: All Existing Manufactured Home Parks**

- A. At the time of the adoption of this Ordinance, operators of all existing manufactured home parks shall be required to have their business license up-to-date. No manufactured home, whether as an addition or replacement, may be placed in any park not having a valid business license.
- B. The business license issued to the manufactured home park operator shall constitute the authority to operate an existing manufactured home park. The business license shall expire after a two (2) year period and must be renewed to remain valid.
- C. **Anson County Environmental Health Personnel shall conduct a yearly on – site inspection of all manufactured home parks using on-site septic systems. The purpose of this inspection is the identification and abatement of any malfunctioning sewage systems.**

#### **SECTION 5.6: Non-conforming Manufactured Home Parks (Existing Parks)**

- A. Operators of all manufactured home parks existing at the time of the adoption of prior Ordinance, dated June 5, 1990, had to meet all minimum design standards contained in that Ordinance by June 5, 1995. Prior to the issuance of a business license by the Enforcement Officer, operators of all manufactured home parks existing at time of adoption of this Ordinance shall be required to meet standards contained in Article III; Section 3.8, 3.11, 3.12,

3.13, 3.15 (A&B), 3.18, 3.19, 3.20, 3.21 plus all Sections in Article IV, of the Manufactured Home Park Ordinance. In addition, manufactured home park operators must also remove any trash, refuse, junked vehicles, and standing weeds from the park (see Nuisance Ordinance).

- B. Failure of a manufactured home park operator to apply for a business license within six (6) months of the adoption of this Ordinance or failure to renew the business license within thirty ( 30 ) days following its expiration shall result in the permanent loss of the “ nonconforming status ” . Any manufactured home park, which loses its “ nonconforming status ”, shall be required to meet all the minimum standards contained in this Ordinance before initial permit or another business license will be issued.
  
- C. Within a period of one (1) year following the adoption of this Ordinance, existing nonconforming manufactured home parks shall be required to comply with the requirements of Section 3.6, 3.16, (B), (C), (D), (E) and 3.17.
  
- D. Any manufactured homes placed in the park after the effective date of this Ordinance, whether as additional or replacement homes, must meet all requirements of grading, footings, skirting and tie downs, regardless of the non-conforming status of the manufactured home park.
  
- E. Any expansions of existing manufactured home parks which will add additional spaces to the park, require the owner/developer to meet all requirements found in this ordinance for the new expansion ( including minimum lot size, orientation of the unit, and setbacks ). The existing part of the park shall remain in compliance with the remainder of this Ordinance.

**ARTICLE VI**  
**ADMINISTRATION**

**SECTION 6.1: Anson County Zoning Enforcement Officer**

The Anson County Enforcement Officer, or his authorized agent, is hereby authorized, and it shall be his duty, to enforce the provisions of this Ordinance. This official shall have the right to enter upon the premises at any reasonable time necessary to carry out his duties. It is the intention of this Ordinance that all questions arising in connection with enforcement and interpretation shall be presented first to the Anson County Enforcement Officer. Appeal from his decision may be made to the Board of Adjustment.

**In administering the provisions of this Ordinance, the Anson County Enforcement Officer shall:**

- A. Make and maintain records of all applications for permits and requests listed herein, and records of all permits issued or denied, with notations of all special conditions or modifications involved.
- B. File and safely keep copies of all plans submitted, and the same shall form a part of the records of his office and shall be available for inspection at reasonable times by any interested person.
- C. Transmit to Review Committee, all applications and plans for which their review, recommendations, and comments are required.
- D. Transmit to the Clerk of the Anson County Planning Board all applications and plans for which their review is required.
- E. Transmit to the Clerk of the Anson County Board of Commissioners all applications, recommendations, and plans for which their review and final approval is required.
- F. Issue approved permits.
- G. Conduct inspections of premises, and upon finding that any of the provisions of this Ordinance are being violated, notify in writing the person responsible for such violations, indicating the nature of the violations and ordering the action necessary to correct it.

**SECTION 6.1A: Anson County Health Department Environmental Health Personnel and Anson County Zoning Enforcement Officer**

The Anson County Environmental Health Personnel, the Anson County Code/Zoning Enforcement Officer or their designee, are hereby authorized and directed to make such inspections as are necessary to determine satisfactory compliance with this Ordinance and the North Carolina Building Codes.

The owner (s) or management shall operate the park in compliance with this Ordinance and shall provide adequate supervision to maintain the park, grounds, facilities, and equipment in good repair and in a clean and sanitary condition.

It shall be the duty of the owner(s), or occupants of manufactured home parks to give these agencies free access to such premises for the purpose of inspections.

**SECTION 6.2: Enforcement**

If the Anson County Code/Zoning Enforcement Officer, or the Anson County Environmental Health Department Personnel, shall find that any of the provisions of this Ordinance are being violated, they shall notify in writing the person responsible for the violations, specifying the nature of the violations and what corrective measures must be taken. The Anson County Enforcement Officer shall order the cessation of illegal use of land, buildings, or structures; removal of illegal buildings, or structures or of additions, alterations, or structural changes thereto; cessation of any illegal work being done; or shall take any other action authorized by law to insure compliance with or to prevent violation of the provisions of this Ordinance.

**SECTION 6.3: Fees**

The Anson County Board of Commissioners shall adopt a fee schedule to cover the necessary processing costs of all manufactured home permits, licenses, and licenses renewals. The fee schedule is available from the County Inspection/Zoning Department.

**SECTION 6.4: Penalties**

Any person failing to take corrective action within 30 days of receiving written notice from the Anson County Enforcement Officer; and any person operating a manufactured home park without a valid business license shall be guilty of a misdemeanor and may be punished by a fine not to exceed five hundred dollars (\$500)

and/or imprisonment not to exceed thirty (30) days. Each day such violation shall be permitted to exist shall constitute a separate offense.

**SECTION 6.5: Right of Appeal**

If any initial permit or business license is denied or revoked, the applicant may appeal the action of the Anson County Enforcement Officer to the Board of Adjustment. Beyond the decision of the Board of Adjustment recourse shall be to the courts, as provided by law.

## **ARTICLE VII AMENDMENTS**

### **SECTION 7.1: Amendments**

Amendments to this Ordinance can be initiated by the Board of County Commissioners, the Anson County Planning Board, or the Anson County Enforcement Officer, or his designee, or any person may institute an application for an amendment, supplement, modification or to repeal the Ordinance in the following manner:

- A. The application for an amendment shall be made in duplicate on a form provided by the Anson County Inspection/Zoning Department. All expenses incurred by the County for the processing of an amendment application shall be paid by the applicant prior to the issuance of a final notification of action taken. Applications initiated by the County Board of Commissioners or the Anson County Planning Board, or the Anson County Enforcement Officer, shall not involve a fee.
- B. The application shall be filed with the Anson County Enforcement Officer, and shall contain a reference to the specific section, subsection, paragraph or item proposed to be changed, as well as exact wording of the proposed change and the reasons therefore.
- C. Once a completed application has been received by the Anson County Enforcement Officer, he shall promptly review it, and if complete, he shall present the application to the Anson County Planning Board at its next regularly scheduled meeting occurring at least fifteen ( 15 ) days after the application has been filed.
- D. The Anson County Planning Board shall have thirty (30) calendar days from the date at which it met or until its next regularly scheduled meeting, whichever occurs later, to review the application and take one of the following recommendations to the Anson County Board of County Commissioners. If a recommendation is not made during said time the application shall be forwarded to the Anson County Board of County Commissioners without a recommendation.
- E. The Anson County Planning Board may make one of the following recommendations to the Anson County Board of Commissioners:
  - 1. Adopt the proposed amendments as written, or
  - 2. Adopt the amendment as revised by the Planning Board, or
  - 3. Reject the amendment.

- F. The Anson County Enforcement Officer shall transmit any recommendation of the Anson County Planning Board to the Anson County Board of Commissioners. Once action has been taken by the Anson County Planning Board or the time for action by the County Planning Board has expired, the Anson County Board of Commissioners shall, no later than their next scheduled meeting, consider calling for a public hearing on the amendment request. Notification of the public hearing shall be made in the following manner:
1. A notice shall be published in at least one (1) newspaper having general circulation in the areas once a week for two (2) successive weeks, the first notice to be published not less than ten (10) calendar days nor more than twenty-five (25) calendar days prior to the date established for the public hearing. In computing such time, the date of publication is not to be included but the date of the hearing shall be included.
  2. A notice shall be posted in the County Courthouse at least ten (10) days prior to the Public hearing.
  3. A written notice shall be sent by first-class mail to the applicant informing them of the date, time, and place of the public hearing. This notice shall be sent (or given) at least ten (10) calendar days prior to the public hearing.
- G. After the public hearing has been conducted and officially closed, the Anson County Board of Commissioners shall render a decision concerning the proposal not later than the next regularly scheduled County Board meeting. The decision shall be made in any one of the following forms:
1. Adopt the proposed amendment as written, or
  2. Adopt the proposed amendment as revised by the Planning Board, or
  3. Adopt the amendment with other modifications, or
  4. Reject the amendment.
- H. The Anson Clerk to the County Board of Commissioners shall transmit to the applicant (s) by first class mail, the decision of the Anson County Board of Commissioners within five (5) days of the Board's decision.
- I. Following adoption of the amendment to this Ordinance, the County Clerk shall modify all affected documents, record said modifications on the appropriate record (s) of change, and issue replacement pages to all appointed and elected officials, and staff of interest.