

**Village of Chatham, LA
Building Permit Checklist**

To receive a Building Permit, **you must** have the following information:

- ❖ **Permit Application** – Pick up an application from Village Hall located at 1709 Oak St Chatham, LA 71226 during office hours of Monday – Thursday 8am – 4pm and Friday 8am-12pm. Once completed, bring the form back to the office or mail along with payment. **The permit will be reviewed within 5-7 business days.**
 - If the permit is for a mobile home, a Mobile Home permit APPLICATION will also need to be filled out. **NO MOBILE HOME MAY BE MOVED INTO THE CORPORATE LIMITS OF THE VILLAGE WITHOUT A MOBILE HOME APPLICATION AND APPROVAL BY THE COUNCIL.**

- ❖ **Permit Application Fee:** Residential \$100.00 Commercial \$200.00
 - **Note:** Mobile Home Application fee includes building permit fee.
 - **Note:** These fees DO NOT include building inspector fees or any other fees that might be incurred.

- ❖ **911 Address** – For a new or existing address you will need to have a **Verification Form** completed by the 9-1-1 office.
 - 911 Office: 318-259-2103
 - 228 Jimmie Davis Blvd Jonesboro, LA 71251

- ❖ **Flood Zone Determination** – All applications must include a flood map indicating flood zone.
 - <https://fema.gov/flood-maps> or <https://msc.fema.gov/portal/home>

ANY NEW CONSTRUCTION (excluding manufactured homes) MUST HAVE A PLAN REVIEW COMPLETED BY A CERTIFIED BUILDING OFFICIAL BEFORE THE PERMIT CAN BE ISSUED.

Proceed with the following steps depending on the permit type.

- ❖ **Electrical Only Trade Permit:** Permit shall be issued before work and inspections. This includes electrical service to an existing structure, electrical upgrades & temporary service.
 - Inspection: Inspections Unlimited – IBTS (318) 747-2454
 - An inspection is also required for any residential or commercial building where the utilities have been disconnected for 12 months or more **OR** where the meter has been pulled requires an inspection and a permit to reconnect. Failure to receive both permit and inspection could result in utilities being removed from the site.

- ❖ **All Mobile/Manufactured Homes:** Permits shall be issued before work and inspections.
 - Mobile Home Application – a mobile home application must be approved by the council before a building permit is issued.
 - Inspection: Inspections IBTS (318) 747-2454
 - Plumbing, electrical, and tie downs must be inspected prior to receiving electrical service from the power company.
 - If replacing one mobile home with a new one, a mobile home application and inspections are still required.

- ❖ **New Construction (new home, modular, detached structure):**
 - Certified Building Plan Review - **This should be completed before submitting application to the Village.**
 - Name, phone number and mailing address of the licensed contractor(s) who will be doing the construction or affidavit claiming exemption.

- Contractor(s) must also be registered with and have a current occupational license for the Village.
- Certificate of Occupancy
 - Issued by the Village’s Certified Building Official:
 - Inspections Unlimited – IBTS (318) 747-2454
 - Failure to receive this Certificate could result in utilities being removed from the home.
 - Will require inspections throughout construction by the Village’s Certified Building Official

❖ **Commercial Buildings (New & Additions):**

- Any commercial business must make sure that the land is zoned for commercial use. If land is not zoned for commercial purposes, zoning procedures must be done before a building permit can be issued.
- Approval of State Fire Marshal - **This should be completed before submitting application to the Village.**
- Certified Building Plan Review - **This should be completed before submitting application to the Village.**
 - Name, phone number and mailing address of the licensed contractor(s) who will be doing the construction or affidavit claiming exemption.
- Certificate of Occupancy
 - Issued by the State Fire Marshal’s Office **AND** the Village’s Certified Building Official:
 - Office of State Fire Marshal: 800-256-5452 or 225-925-4920; Fax 225-925-4414
 - Inspections Unlimited – IBTS (318) 747-2454
 - Failure to receive both Certificates could result in utilities being removed from the building.

❖ **Additions to Existing Structures:**

*If the addition is **more than 50%** of the original square footage of the home:*

- Follow the same steps required for a new construction.

❖ **Shed, Portable Buildings, Unattached Garages, etc.:**

If more than 500 square feet:

- Follow the same steps required for a new construction.

❖ **All Recreational Campers and Camps** – These are not allowed inside the corporate limits of Chatham.

Village of Chatham’s Certified Building Inspector: **Inspections Unlimited. See Inspections Unlimited fee schedule for additional information.**

Residential & Commercial – Inspection Guidelines (Inspections Unlimited)

➤ **All inspections except rough-in and foundation:**

- A **full 24-hour** notice is required.
- Inspections Unlimited will work to accommodate emergency situations such as pre-slab inspections with imminent rain.

➤ **For Rough-in and Foundation:**

- A **½ day** notice is required.

- **Cancellations** must be made a minimum of 2 hours before the scheduled inspection. If an inspector arrives for an inspection and if project is not ready, a failure will be given and a fee for re-inspection will be charged.

- **REQUIRED INSPECTIONS**

- New Construction:**

- Rough In/Ground Plumbing Inspection & Test
 - Footing/Pier Inspection*
 - Open Wall – Rough Framing, Electrical, Mechanical, Plumbing Piping Tests
 - Electrical Service Connection
 - Final Inspection (Certificate of Occupancy)

- *Indicates before concrete placement**

If you have any further questions, please contact Village Hall at 318-249-2541.

Filing Fee: \$ 100.00

Permit# _____

Town of Chatham
APPLICATION FOR INSTALLATION OF
MANUFACTURED HOMES OR MOBILE HOMES

Please print and return original to the clerks office. This application will be reviewed at the regular Town Council Meeting which meets the second (2nd) Tuesday of each month.

Date: _____

Applicant's Name: _____

Applicant's Mailing Address: _____

Physical Address & Legal Description of where Mobile/ Manufactured Home is to be installed:

Approximate Dimensions of Property:

Description (Make, Model, Year, Size) of Mobile/ Manufactured Home to be installed:

Purpose of Mobile/ Manufactured Home to be installed:

By signing this application, I acknowledge that if the Village Council grants a permit to park and mobile home / manufactured home at the location described above, the mobile/manufactured home will conform to requirements as set forth in Ordinance No. 12-126 which I have received a copy of.

Applicant Name Printed

Applicant Signature

Filing Fee Pd: _____

Approval Date: _____

The following ordinance having been introduced at the regularly called meeting held on October 10, 2017, notice of its introduction having been published in the official journal and a public hearing having been held in connection therewith on this date, was offered for final adoption by Frank Horrell and seconded by Toni Malone.

ORDINANCE 12 – 164
AN ORDINANCE AMENDING SECTION 5(b) OF ORDINANCE 12 – 126, AN ORDINANCE PROVIDING
FOR THE REGULATION OF MOBILE HOMES AND MOBILE HOME PARKS WITHIN THE TOWN OF
CHATHAM, JACKSON PARISH LOUISIANA.

BE IT ORDAINED by the Mayor and Board of Aldermen of the Town of Chatham, Jackson Parish Louisiana that Ordinance 12 -126 Section 5(b) shall be amended to the following:

Section 5

(b) It shall be unlawful for any person to place, occupy or connect to town utilities, a manufactured home or mobile home outside a manufactured home park without conforming to the following provisions:

1. Application: An application must be submitted to the Town Council containing the following information:
 - a. The name and address of applicant.
 - b. 911 Address. Applicant must provide a verification form completed by the 911 office.
 - c. Assessment form from the Tax assessor's office stating the legal description of where the mobile/manufactured home is to be installed.
 - d. Approximate dimensions of the property.
 - e. Name and address of property owner if other than applicant.
 - f. Make, model, year and size of mobile home.
 - g. Pay application and permit fee.

2. Conflicts with state law or manufacturer's requirements. Should it be determined that any provisions of this ordinance conflict with state law or manufacturer's setup/installation requirements, such state law or manufacturer's setup/installation requirements shall be controlling over the provisions of this ordinance. A sticker from the Louisiana Manufactured Housing Committee must be placed on the rear of the home registering setup.

3. Minimum standards for Installation of Mobile Homes/Manufactured Homes. See LA R.S. 51:912.21 *et seq.* and in particular LA R.S. 51:912.22 and/or any subsequent Act by the Louisiana Legislature amending, replacing or re-designating said statues which are expressly incorporated herein and made part hereof by reference as though copied *in extenso*.
 - a. *Foundations and piers*. See LA R.S. 51.912.23 and/or any subsequent Act by the Louisiana Legislature amending, replacing or re-designating said statues which are expressly incorporated herein and made part hereof by reference as though copied *in extenso*.
 - b. *Anchors and tie downs*. See LA R.S. 51:912.24 and/or any subsequent Act by the Louisiana Legislature amending, replacing or re-designating said statues which are expressly incorporated herein and made part hereof by reference as though copied *in extenso*.

4. Requirements for the Installation of Manufactured Homes or Mobile Homes on Individual Lots. The installation of manufactured homes or mobile homes on individual lots not within a manufactured home park shall comply with the following standards:
 - a. Only mobile/manufactured homes that are fifteen (15) years old or less will be allowed to be brought into the Town.
 - b. Manufactured homes that do not meet current parish, state and federal standards will not be allowed.

- c. No mobile home will be allowed on any residential lot if said lot contains less than 5,000 square feet, and if the mobile home is placed in conjunction with a pre-existing single family structure, a minimum of 7,500 square feet shall be required.
- d. Manufactured home setbacks from the property will be five (5) feet from any side property line, ten (10) feet from the rear property line and twenty (20) feet from the front property line
- e. The manufactured home must be skirted from the bottom of the trailer to the ground and must be applied around the entire trailer. The skirting must be made of non-degradable materials compatible in color, style and texture with the exterior of the home if the concrete foundation does not already enclose the space. The skirting must be affixed to the manufactured/mobile home no later than thirty (30) days after completed inspection. The area enclosed by the skirting shall not be used for storage and must be kept free of debris at all times.
- f. Site-built attached additions, and detached structures in the front or side yards, must be compatible in color, style and materials with the exterior of the manufactured structure. Detached structures that are not compatible in color, style and materials must be located in the rear yard.
- g. The owner/occupier shall also subscribe to the town water, sewer and solid waste collection service, if available.
- h. All rules and regulations of the Town of Chatham regarding water, gas and sewer service and the installation and maintenance thereof shall be complied with. Utilities will not be turned on until the manufactured home passes building inspection.

5. Review of the Application by the Town Council.

- a. The Town Council shall review the application to insure that all Town of Chatham's regulations are complied with. The Town Council, or their designee, shall also insure that all utilities are readily available.
- b. In the event that the application does not comply with the provisions of this code, the Town Clerk or designee shall send a written notice to the applicant indicating the deficiencies and requirements for curing same. The applicant shall have a period of thirty (30) days in which to cure the deficiencies noted. After 30 days, a new application will be required.
- c. If the application meets all of the Town of Chatham regulations, the permit shall be issued to allow the placement of the manufactured home. Once a permit is issued, the Town Clerk or designee will send a copy of approved application and building permit to building inspector.

BE IT FURTHER ORDAINED that this ordinance shall become effective immediately upon its adoption by the Town Council.

This ordinance having been read section by section, was then submitted to an official vote as a whole and adopted by the following vote:

Yeas	5
Nays	0
Absent	0

And said ordinance was declared legally adopted on this 10th day of October, 2017.

/s/Dwight Cooper
Dwight Cooper, Mayor

/s/Lynette Roberts
Lynette Roberts, Clerk

ORDINANCE NO. 12-126

AN ORDINANCE PROVIDING FOR THE REGULATION OF MOBILE HOMES AND MOBILE HOME PARKS WITHIN THE TOWN OF CHATHAM, JACKSON PARISH LOUISIANA: FURTHER PROVIDING FOR THE MINIMUM AREA UPON WHICH A MOBILE HOME MAY BE INSTALLED AND THE MINIMUM AREA TO BE ENCOMPASSED BY A MOBILE HOME PARK: AND, FURTHER PROVIDING THE PENALTY FOR THE VIOLATION OF THIS ORDINANCE.

WHEREAS, the Town Council of the Town of Chatham is concerned about the health, safety and welfare of its citizens; and

WHEREAS it has become apparent that unless properly regulated so as to control density of population, parking, open-space and fire hazards the improper placement and location of Manufactured Homes and Mobile Homes within the city limits of the Town of Chatham may interfere with the health, safety and welfare of the citizens of Chatham;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Chatham, Louisiana:

Section 1. Definitions

Manufactured Home. Shall mean a HUD-Code manufactured home. A HUD-Code manufactured home is defined as a structure constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one or more sections which, in the traveling mode, is eight (8) body feet or more in width, forty (40) body feet or more in length, or, when erected on site is three hundred and twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes plumbing heating, air-conditioning, and electrical systems. The term does not include a recreational vehicle as that term is defined in a later definition.

Mobile Home. Synonymous with Manufactured home.

Mobile/Manufactured Home Park, Mobile Home Park, or HUD-Code Manufactured Home Park. Shall mean any lot, block, tract or parcel of contiguous lots, blocks, tracts or parcels of land, under common ownership, which contains two (2) or more Mobile/Manufacture Homes or Mobile/Manufactured Home lots available for lease or rent to the public and for the placement of Mobile Homes and/or Manufactured Homes for occupancy.

Recreational Vehicle. Shall mean a vehicular-type portable structure without a permanent foundation that can be towed, hauled or driven which is designed as a temporary living accommodation for the recreational, camping, and travel use, and which includes but is not limited to travel trailers, truck campers, camping trailers, and self propelled motor homes.

Skirt. Shall mean a device for the concealment of the undercarriage of a manufactured home or mobile home from view, which shall be constructed of durable material.

Storage. Shall mean the placement or maintenance of a vacant manufactured home or mobile home within the city, whether in a manufactured home park or not, without lawfully connecting or subscribing to city water, sewer or solid waste disposal services.

Tie Downs. Shall mean metal bands or other sufficient material, attached to a manufactured home or mobile home and to the ground for the purpose of holding the structure down, which must be in compliance with state and federal laws and regulations.

Section 2. Mobile Home Prohibition

That the Installation of Mobile Homes for use or occupancy as residential dwellings in the Town of Chatham, Louisiana is prohibited other than as provided in this ordinance. This provision is prospective and shall not apply to any Mobile Home used and occupied as a residential dwelling in the Town of Chatham on the effective date of this ordinance. An existing Mobile Home located in the Town of Chatham, as of the date of this ordinance, will be allowed to remain on its existing site until it is removed from the Town until the condition of the Mobile Home violates the codes of the Town. When the condition of the Mobile Home violates Town codes, the Building Official shall require the owner to move the Mobile Home out of the Town or demolish it. An existing, but temporarily vacant, Mobile Home located in the Town of Chatham, as of the date of this ordinance, will be considered "occupied" for purposes of this provision if it has been in actual residential use within thirty (30) days prior to enactment of the ordinance, is vacant for purposes of refurbishment for future residential use at the time of enactment of the ordinance or subsequently becomes vacant for purposes of refurbishment for future residential use after enactment of this ordinance, and such vacancy is terminated by actual residential use of the Mobile Home within sixty (60) days of vacancy (or enactment of this ordinance, whichever occurs later, or maintenance therefore)

Section 3. Siting Requirement

That, subject to the exceptions listed below, it shall be required that all Mobile/Manufactured Homes, travel trailers, or motor homes placed in the corporate limits of the Town after the adoption date of this ordinance must be installed and located in a Mobile/Manufactured Home, travel trailer, or motor home park.

EXCEPTIONS:

- A. Any Mobile/Manufactured Home that was installed on the site prior to the adoption date of this ordinance, subject to the restrictions of Section 2 above.
- B. A HUD-Code Manufactured Home installed on any parcel or tract of land that has no other residential or commercial structure on it and placed within a solid fascia or perimeter enclosure (whether load bearing or not) prior to having water, sewer, or electrical service installed.
- C. A Mobile/Manufactured Home provided by an governmental agency as temporary housing following any public calamity, or a Mobile Home temporarily moved from any Mobile Home Park or subdivision by reason of any public disaster or public calamity.
- D. A Mobile/Manufactured Home that is located upon a site prior to annexation of the site by the city.
- E. The temporary parking of an occupied, non-vacant travel trailer, recreational vehicle or motor home at any residence or commercial site for a period not exceeding thirty (30) cumulative days in any twelve (12) month period.
- F. The storage parking of a vacant and unoccupied travel trailer, motor home, or recreational vehicle at any residence or commercial site.
- G. The temporary parking of a Mobile/Manufactured Home, travel trailer, recreational vehicle or motor home for purposes of security at a temporary commercial facility for a period approved by the Town Manager or his Designee.
- H. A situation of hardship, as determined by the Town, for a period of time not to exceed one (1) year, said situation of hardship to be reviewed by the Town after one year and exception granted therefore extended for no more than one year at a time.
- I. Mobile/Manufactured Homes parked for purposes of sale to the public within a Mobile/Manufactured Home sales lot.

Section 4. Storage Prohibited

It shall be unlawful for any person to store a manufacture home or mobile home within the city limits of a Town of Chatham. Manufactured homes and mobile homes existing prior to the adoption of this article are not exempt from this article.

Section 5. Occupancy Requirements.

- (a) It shall be unlawful for any person to occupy a recreational vehicle inside the city limits of the Town of Chatham, and outside of a RV park, for more than 14 days unless said occupancy is in conjunction with a related activity sponsored by the town.
- (b) It shall be unlawful for any person to place, occupy, or connect to city utilities, a manufactured home or mobile home outside a manufactured home park without conforming with the following provisions:

1. Application. An application must be submitted to the Town Council containing the following information:

- (A) The name and address of the applicant.
- (B) The location and legal description of the property on which the manufactured home or mobile home will be located.
- (C) An affidavit by the applicant regarding the type of dwelling.
- (D) The requisite information to insure that the installations and maintenance of the manufactured home or mobile home will be in accordance with the rules and regulations required by this chapter.

2. Requirements for the Installation of Manufactured Homes or Mobile Homes on Individual Lots. The installation of manufactured homes or mobile homes on individual lots not within a manufactured home park shall comply with the following standards:

- (A) The frame shall be tied to a permanent anchoring system meeting the current requirements of the Louisiana Revised Statutes Title 51, Trade & Commerce, Chapter 2 Particular Goods, Part XIV - B *Minimum Standards for Installation of Manufacture Homes* and must otherwise comply with all federal and state laws concerning manufactured homes.
- (B) The space between the ground level and the floor level of the structure shall be skirted with non-degradable materials compatible in color, style, and texture with the exterior of the home if the concrete foundation does not already enclose that space.
- (C) Site-built attached additions, and detached structures in the front or side yards, must be compatible in color, style, and materials with the exterior of the manufactured structure. Detached structures that are not compatible in color, style and materials must be located in the rear yard.
- (D) No mobile home will be allowed on any residential lot if said lot contains less than 5,000 square feet, and if the mobile home is placed in conjunction with a pre-existing single family structure, a minimum of 7,500 square feet shall be required.
- (E) All rules and regulations of the Town of Chatham regarding the water and sewer service and the installation and maintenance thereof shall be complied with.
- (F) The owner/occupier shall also subscribe to the city water, sewer and solid waste collection service, if available.
- (G) Manufactured homes that do not meet current parish, state and federal standards will not be allowed.

3. Review of the Application by the City Council. The City Council shall review the application to insure that all Town of Chatham regulations are complied with. The City Council, or their designee, shall also insure that all utilities are readily available. In the event that the application does not comply with provisions of this code, the city secretary shall cause a written notice to issue to the applicant indicating the deficiencies and requirements for curing same. The applicant shall have a period of thirty (30) days in which to cure the deficiencies noted. Otherwise, a new application will be required. If the application does meet all Town of Chatham regulations, the permit shall

be issued to allow placement of the manufactured home.

Section 6. Existing Structures.

Manufactured homes and mobile homes that are presently inside the city limits and in compliance with previous regulations of the city shall not be required to comply with provisions of Section 5.

Section 7. Utility Connections.

No city utilities shall be connected to property containing a manufacture home or mobile home which has not received a permit pursuant to the provisions of this code.

Section 8. Violations and Penalty

Violation of this Ordinance shall be punishable by a fine not to exceed five hundred (\$500) dollars. Each day that a violation continues shall be deemed a separate violation.

Section 9. Effective Date

This ordinance shall become effective after passage by the City Council and publication as required by law.

The above and foregoing ordinance having been offered by Marvin Davis and duly seconded by Frances Womack said ordinance having been read section by section, was then submitted to an official vote as a whole and adopted by the following vote:

YEAS: 3
NAYS: 0
ABSENT: 2

And said ordinance was declared legally adopted on this 9th day of December, 2008.


Mayor


Clerk

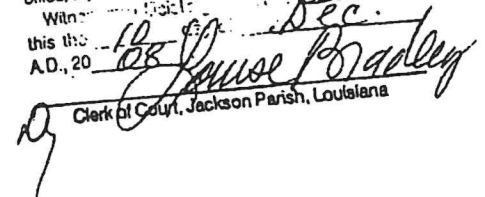
382797 Filed for Record Convergence
No. 410 Page 229
Book No. 10 20 08
At 2:50 P.M.
I hereby certify that the foregoing is a true and correct copy of the original now on file in my office, together with the endorsements thereon.
Witness my hand and seal of office on this the 10th day of Dec. A.D., 20 08

Clerk of Court, Jackson Parish, Louisiana

Exhibit A – Schedule of Fees

Copies: Letter	0.25/page	
Copies: Legal	.50/page	Two sided copies are charged as two (2) pages.
NSF Fee	\$25.00	
Public Records Request Fee (Certified Public Record) (Cost per Certification Form)	\$20.00	
Public Records Request Fee (Non-Certified Public Record) (Cost per Request Form)	\$10.00	
Public Records Request Fee (Cost Per Page up to 8 ½" X 11") (Two-sided copy is charged as two pages) (Including Facsimile)	0.25	
Public Records Request Fee (Cost Per Page up to 8 ½" X 14") (Two-sided copy is charged as two pages) (Including Facsimile)	0.50	
Public Records Request Fee (Cost Per Page for Electronic File Emailed)	.25	
Public Records Request Fee		When request is more than 25 pages of records, the request includes records from which non-public information must be separated, deleted and/or redacted; or where actual labor associated with the request exceeds two (2) hours, the requestor shall be charged copy/scanning and/or labor costs allowed by LA RS 44:32C(1)(a). Copies will not be mailed. If a requestor requires information to be placed on electronic media (i.e. flash drive, cd, etc.), they must provide the media required.
Police Reports	\$11.50	
Building Permits:		
Mobile Home/New Residential	\$100.00	Set by Ord 12-153
New Commercial	\$200.00	
Zoning	\$600.00	Ord 2024-04.
Alcoholic Beverages		
Low Content	\$75.00 Wholesale \$35.00 Class A Retail \$60.00 Class B	Set by Ord 98

High Content	\$500 Class B		
Parade Permit	\$25.00 plus applicable insurance required by ordinance.	Set by Ord 12-87	
Mowing By Request Only	\$140.00 for up to 2 hours; then \$70.00/hr		
After hours non-emergency calls	\$100/hr with 1 hour minimum		
Utilities:			
Connection Fee	\$25.00		
Reconnection Fee	\$40.00		
Transfer Fee	\$40.00		
Late Fee (After the 20 th)	10% of total bill		
Water/Gas Meter Re-reads	\$25.00	Customer gets 1 re-read per year at no charge, whether the meter is read correctly or not. When meter is being re-read a second or more times in the year and is shown to be correct, the customer will be charged \$25.00 per occurrence.	
Meter Tampering Charge	\$150.00		
Deposits			
Water	Homeowner: \$75.00	Renter: \$200.00	
Sewer	Homeowner: TBD	Renter: TBD	Ord 12-157
Gas	Homeowner: \$100.00	Renter: \$250.00	
Tap Fees - Residential			
Water	\$1000.00		
Sewer	\$900.00		
Gas	\$1000.00		
Road Bore	Tap fee plus contracted amount.		
Tap Fees – Commercial			
Water	\$1500.00		
Sewer	\$1400.00		
Gas	\$1500.00		
Road Bore	Tap fee plus contracted amount.		



JEFF LANDRY
GOVERNOR

LOUISIANA DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS
PUBLIC SAFETY SERVICES



BRYAN J. ADAMS
STATE FIRE MARSHAL

OFFICE OF STATE FIRE MARSHAL

MEMORANDUM

TO: Whom It May Concern

FROM: Louisiana Manufactured Housing Commission

DATE: February 10, 2010

RE: Site Preparation for New Manufactured Homes

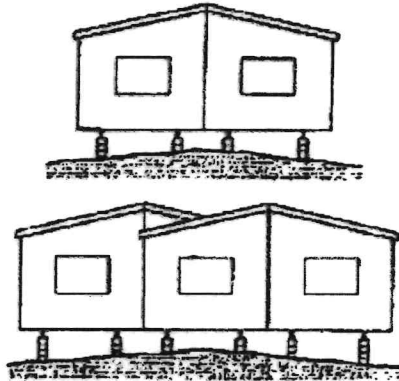
In October 2008, the Federal Department of Housing and Urban Development released the Model Manufactured Home Installation Standards (Part 3285). These standards establish the ways new manufactured homes must be installed. The following is taken from the section on site preparation:

§ 3285.203 Site Drainage.

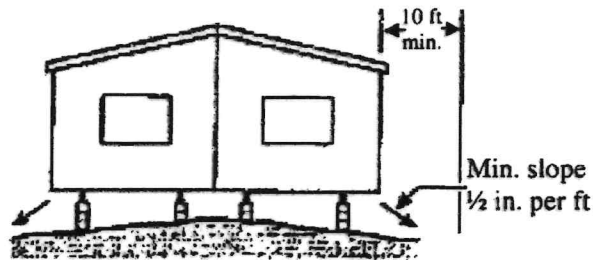
- (a) *Purpose.* Drainage must be provided to direct surface water away from the home to protect against erosion of foundation supports and to prevent water build-up under the home, as shown in Figure to § 3285.203.
- (b) The home site must be graded as shown in Figure to § 3285.203, or other methods, such as a drain tile and automatic sump pump system, must be provided to remove any water that may collect under the home.
- (c) All drainage must be diverted away from the home and must slope a minimum of one-half inch per foot away from the foundation for the first ten feet. Where property lines, walls, slopes, or other physical conditions prohibit this slope, the site must be provided with drains or swales or otherwise graded to drain water away from the structure, as shown in Figure to § 3285.203.
- (d) *Sloped site considerations.* The home, where sited, must be protected from surface runoff from the surrounding area.
- (e) Refer to § 3285.902 regarding the use of drainage structures to drain surface runoff.
- (f) *Gutters and downspouts.* Manufacturers must specify in their installation instructions whether the home is suitable for the installation of gutters and downspouts. If suitable, the installation instructions must indicate that when gutters and downspouts are installed, the runoff must be directed away from the home.

These standards must be adhered to for the site preparation of a new manufactured home. Attached you will find the diagram (Figure §3285.203) showing the grading and drainage of the home. The complete Model Manufactured Housing Installation Standards (Part 3285) can be found at <http://lasfm.org> under codes, rules, and law in the Manufactured Housing Section of the website. If you have any questions, please contact the office at 225-362-5500.

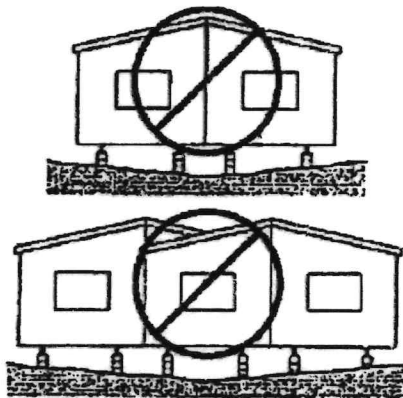
Figure to § 3285.203 - Grading and drainage.



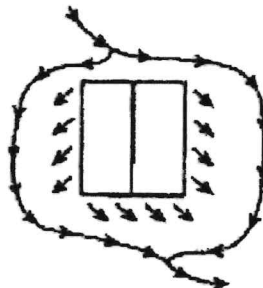
Crown and grade site to slope away from the home



Home sites must be prepared so that there will be no depressions in which surface water may accumulate beneath the home. The area of the site covered by the manufactured home must be graded, sloped, or designed to provide drainage from beneath the home or to the property line.



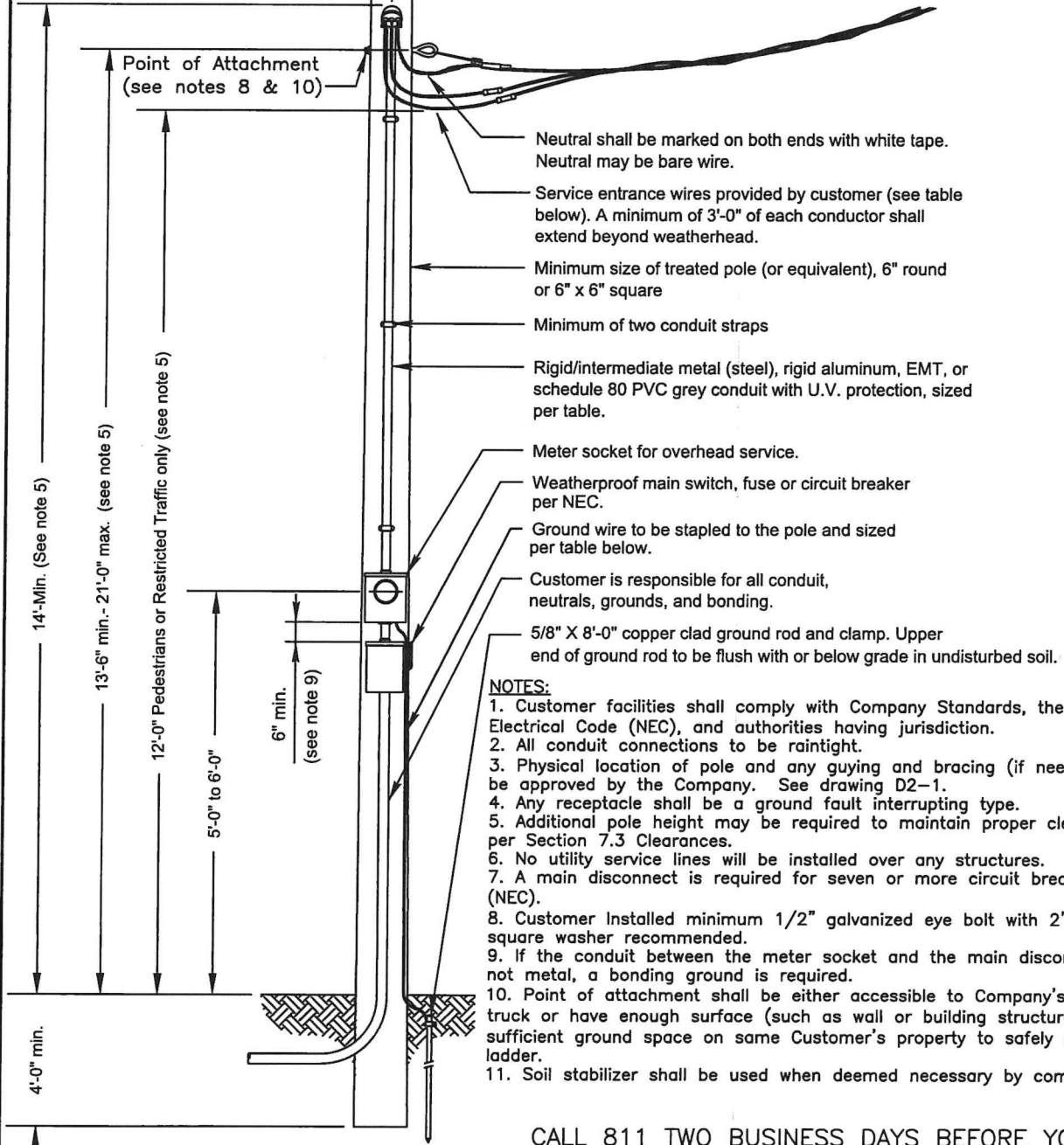
Do not grade site or set the home so that water collects beneath the home.



Natural drainage must be diverted around and away from the home.

911 address shall be a minimum 3" lettering marked on meter enclosure, pole, or durable material attached to pole and should be visible from street. (See section 3.4)

Shall meet requirements of drawings D4-4 and D9-2.



NOTES:

1. Customer facilities shall comply with Company Standards, the National Electrical Code (NEC), and authorities having jurisdiction.
2. All conduit connections to be raintight.
3. Physical location of pole and any guying and bracing (if needed) will be approved by the Company. See drawing D2-1.
4. Any receptacle shall be a ground fault interrupting type.
5. Additional pole height may be required to maintain proper clearance per Section 7.3 Clearances.
6. No utility service lines will be installed over any structures.
7. A main disconnect is required for seven or more circuit breakers (NEC).
8. Customer installed minimum 1/2" galvanized eye bolt with 2" x 2" square washer recommended.
9. If the conduit between the meter socket and the main disconnect is not metal, a bonding ground is required.
10. Point of attachment shall be either accessible to Company's bucket truck or have enough surface (such as wall or building structure) and sufficient ground space on same Customer's property to safely support a ladder.
11. Soil stabilizer shall be used when deemed necessary by company.

CALL 811 TWO BUSINESS DAYS BEFORE YOU DIG
 In locations with underground facilities, the Customer shall notify One Call and shall have One Call locate all underground facilities before digging. It shall be the responsibility of the Customer to stay clear of all underground facilities.

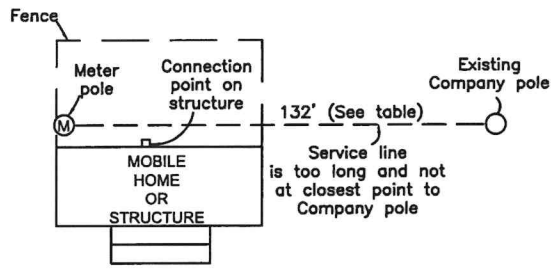
Minimum Customer Wiring Size - Residence Single Phase **				
METER SIZE	CONDUIT SIZE	Current carrying & neutral wire size (per NEC) *		COPPER GROUND WIRE SIZE**
		ALUMINUM	COPPER	
100 Amp	1.5"	#2	#4	#6 *
200 Amp	2"	4/0	2/0	#4
320 Amp	3"	500	350	#2

* Wire sizes based upon customer breaker size
 ** For 3Ø, consult the company, Commercial & Industrial wire sizes are typically larger.

ENTERGY SERVICES, INC.			
SERVICE TO PERMANENT POLE LOCATION FROM AN OVERHEAD SOURCE (EXAMPLE MOBILE HOMES)			
APPROVED BY: JRH	DATE: 01/09/2013		
CHECKED BY: JED	SCALE: None		
DRAWN BY: krich95			
		No. D4-3	
		PLOT 1=1	SH. 1 OF 1

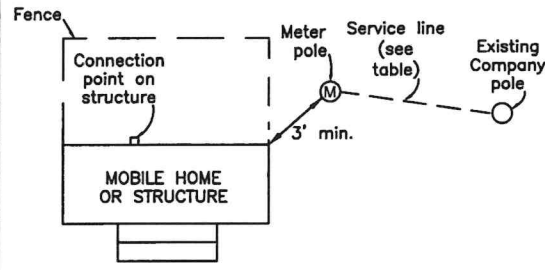
2	06/15/17	Revised dimensions and added note 11.	ERG	
1	01/13	REVISION OF DRAWING SS4.6-1	JED	
NO.	DATE:	REVISION	BY:	APPR:

WRONG POSITION TO SET METER POLE



Meter point shall not be behind the mobile home on inside of fence.

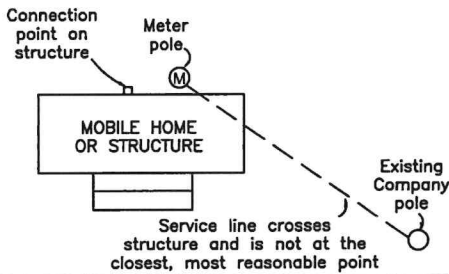
METER POLE SET CORRECTLY



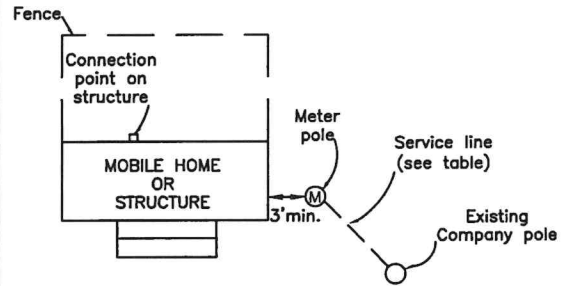
Meter point shall be outside of fence and clear of shrubs.

SERVICE CABLE IS NOT ALLOWED ABOVE OR BELOW A STRUCTURE INCLUDING CARPORT.

WRONG POSITION TO SET METER POLE

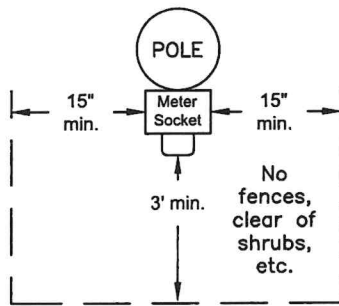


METER POLE SET CORRECTLY



Service line does not cross over structure

METER CLEARANCES



CAUTION:
No gas meters within a 3' radius of meter enclosure.
Meter pole shall be a minimum of 3 ft. from structure.

Maximum Recommended Distance (NOTE 3)

Amps	Length
100	100'
200	75'
320	40'

CALL 811 TWO BUSINESS DAYS BEFORE YOU DIG

In locations with underground facilities, the Customer shall notify One Call and shall have One Call locate all underground facilities before digging. It shall be the responsibility of the Customer to stay clear of all underground facilities.

Notes:

- Customer facilities shall comply with Company Standards, the NEC, and authorities having jurisdiction.
- The customer is responsible for clearing and maintaining all right of way.
- The Company service cable shall not go over the top of the mobile home or if there is not a clear path to the meter pole or the maximum distance is exceeded, an additional pole may be required. Contact Company in advance to learn additional Customer cost. Additional Customer cost is typically \$1500 or more.

ENTERGY SERVICES, INC.

PERMANENT POLE – OVERHEAD SERVICE DETAILS FOR SINGLE MOBILE HOME INSTALLATION OR STRUCTURE

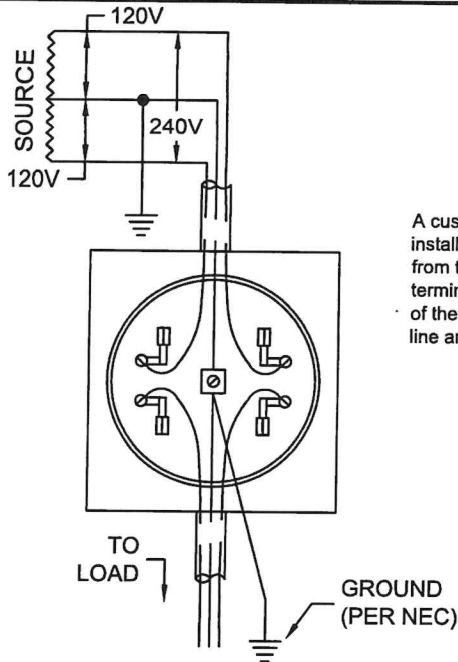
APPROVED BY: JRH	DATE: 10/30/2012
CHECKED BY: JED	SCALE: None
DRAWN BY: krich95	

2	06/15/17	Revised Meter Pole Set Correctly Details.	ERG
1	10/12	REVISION OF DRAWING SS4.6-2	JED
NO.	DATE:	REVISION	BY: APPR:

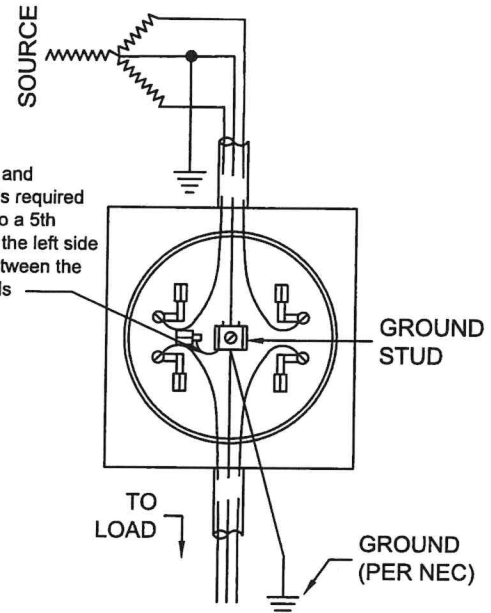


No. D4-4

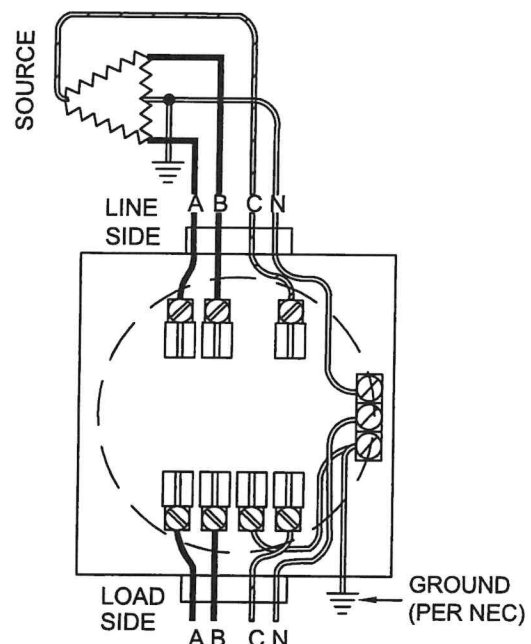
PLOT 1=1 SH. 1 OF 1



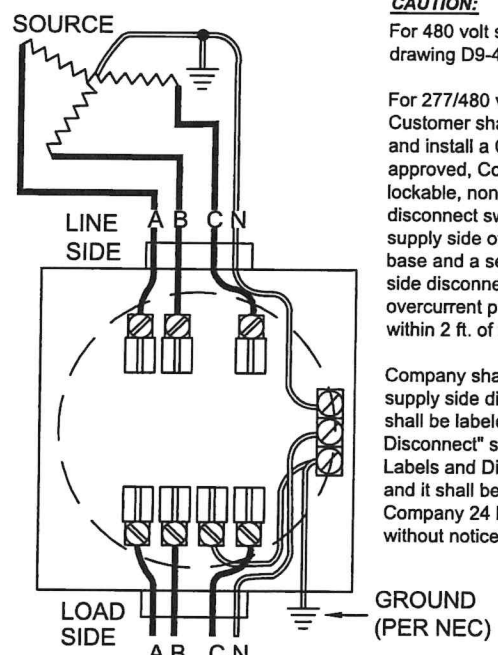
TYPE S
3 WIRE SINGLE PHASE 120/240 VOLTS



TYPE S
3 WIRE SINGLE PHASE 120/208 WYE VOLTS



THREE PHASE 4 WIRE DELTA
120 / 240 VOLTS



THREE PHASE 4 WIRE WYE
120 / 208 or 277/480 VOLTS

CAUTION:
For 480 volt service, see drawing D9-4.

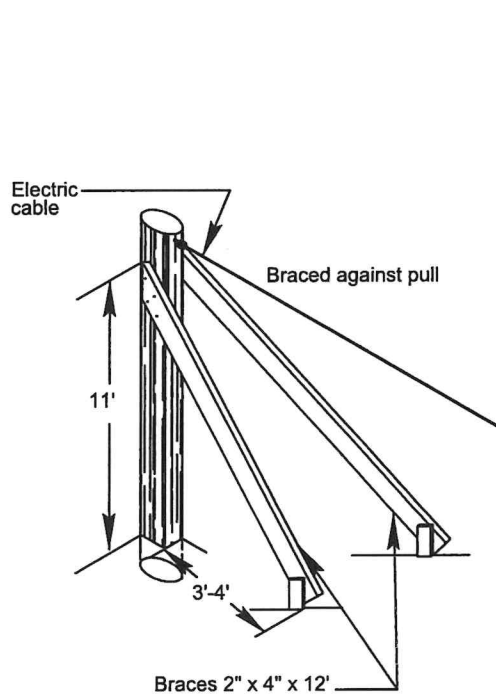
For 277/480 volt service, Customer shall furnish and install a Company approved, Company lockable, non fused disconnect switch on the supply side of the meter base and a separate load side disconnect with overcurrent protection within 2 ft. of the meter.

Company shall control the supply side disconnect. It shall be labeled "Utility Disconnect" see §1.5 Labels and Disconnects and it shall be available to Company 24 hours a day without notice.

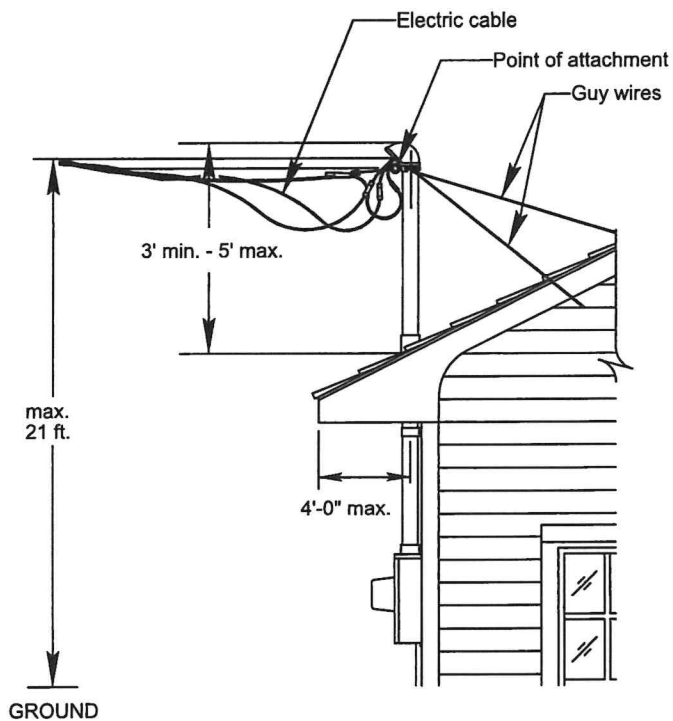
- NOTES:**
1. Ungrounded Conductor with the Higher Voltage to Ground (Phase marked C) must be marked orange.
 2. All sockets, except residential single phase less than 320 Amps, shall have a manual mechanical gang operated bypass switch.
 3. Load and supply wires shall not cross in the meter socket.

2	06/15/17	Revised notes as needed.	ERG
1	01/13	REVISION OF DRAWING SS11.8-1	JED
NO.	DATE:	REVISION	BY: APPR:

ENTERGY SERVICES, INC.			
WIRING DIAGRAM CONNECTIONS FOR OVERHEAD SELF CONTAINED METERS			
APPROVED BY: JRH	DATE: 01/14/2013		
CHECKED BY: JED	SCALE: NONE		
DRAWN BY: krich95			
No. D9-2			
PLOT 1=1		SH. 1 OF 2	



POLE



MAST ABOVE ROOF

NOTES:

1. Bracing is required if a pole or riser is unstable, bends, or moves when shaken or a ladder is put against it or bends when wires are attached.
2. Consult the Company for specific requirements.


CALL 811 TWO BUSINESS
DAYS
BEFORE YOU DIG

In locations with underground facilities, the Customer shall notify One Call and shall have One Call locate all underground facilities before digging. It shall be the responsibility of the Customer to stay clear of all underground facilities.

ENTERGY SERVICES, INC.

BRACING

APPROVED BY: JRH	DATE: 02/26/2013
CHECKED BY: JED	SCALE: None
DRAWN BY: krich95	

	No. D2-1	
	PLOT 1=1	SH. 1 OF 1

5				
4				
3				
2				
1	02/13	THIS DRAWING ADDED-NEW	JED	
NO.	DATE:	REVISION	BY:	APPR:



The following ordinance having been introduced at a regularly called meeting held on Tuesday, August 13, 2024 and notice of its introduction having been published in the official journal and a public hearing having been held in connection therewith at a regular call meeting held on this date, was offered for final adoption by Laverne Mixon and seconded by Bernadean James.

ORDINANCE NO. 2024 – 04

AN ORDINANCE OF THE VILLAGE OF CHATHAM, LA REPEALING ORDINANCE 12-90 AND ADOPTING A NEW ZONING ORDINANCE.

WHEREAS, on August 7, 1987, the Village Council of Chatham, LA adopted Ordinance 12-90, which established the zoning code and regulations for the Village of Chatham; and

WHEREAS, the Village Council has determined that the zoning code and regulations set forth in Ordinance 12-90 are no longer sufficient to address the changing needs and priorities of the Village of Chatham; and

WHEREAS, under LRS 33:4730, the Village of Chatham does not have to have a zoning commission since this ordinance is being adopted for purposes found in LRS 33:4721 – 33:4729 and

WHEREAS, the Village Council has determined that it is necessary to update the zoning code to better reflect the community's priorities and goals; and

WHEREAS, the Village Council has also determined that it is necessary to establish fines and fees to ensure compliance with the zoning code and to help defray the costs of administering and enforcing the code.

NOW, THEREFORE, BE IT ORDAINED BY THE Village Council of Chatham, LA AS FOLLOWS:

ARTICLE 1 GENERAL PROVISIONS

SECTION 1.1 AUTHORITY AND PURPOSE

This ordinance is adopted pursuant to the authority granted by the Louisiana State Legislature in LRS 33:4721 – 33:4729. The purpose of this ordinance is to promote the public health, safety, and general welfare of the citizens of Chatham, LA through the regulation of land use and development.

SECTION 1.2. REPEAL OF PRIOR ZONING ORDINANCES

The following zoning ordinance is repealed in its entirety: Ordinance 12-90 – adopted 8/7/1987

SECTION 1.3. AREA OF JURISDICTION

1. This ordinance shall apply to all land within the corporate limits of the village as such corporate limits exist or may exist in the future.
2. Territory hereinafter annexed to the village shall be classified as residential unless an existing business is located on the property, then it shall be classified as commercial.

SECTION 1.4. APPLICATION OF REGULATIONS

Except as hereinafter provided:

1. No land shall be used or occupied, no structure shall be erected, altered, used or occupied, and no use shall be operated unless in conformity with the regulations herein prescribed for the district in which such structure or land is located.

2. Every building hereafter erected, reconstructed, converted, moved or structurally altered shall be located on a lot of record and in no case shall there be more than one main building on one lot, unless otherwise provided for in this ordinance.
3. No structure shall be erected, altered, used, or occupied to exceed the height limits herein established, to have less building site area, or to have narrower or smaller front, side and rear yards than therein prescribed for the district in which the structure is located.
4. No part of a yard or other open space required for any structure for the purpose of complying with the provisions of this chapter shall be included as a part of the yard or other open space similarly required for another structure.
5. No building site shall be so reduced or diminished that the building site area, yards, or other open spaces shall be smaller than prescribed by this ordinance.
6. Every structure, other than an accessory structure, hereafter erected, altered, used, or occupied shall have provided and continuously maintained for it a separate building site as herein defined.
7. Every use, unless expressly exempted by this ordinance, shall be operated entirely within a completely enclosed structure.

SECTION 1.5. CONFLICT

Whenever these regulations contain an actual, implied or apparent conflict, the more restrictive regulation shall apply unless specified otherwise.

SECTION 1.6. SEVERABILITY

Should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the ordinance as a whole or any part thereof other than the part so declared to be invalid.

ARTICLE 2

SECTION 2.1 DEFINITIONS

When used in this chapter, the following words and phrases have the meaning ascribed to them in this section, unless the context indicates a different meaning. Words and terms not defined herein shall be interpreted in accordance with their normal dictionary meaning and customary usage.

1. Accessory structure means a detached subordinate building located on the same building site with the main building, the use of which is incidental to that of the main building, including detached garage, outdoor advertising system, storage building, etc.
2. Accessory use means a use customarily incidental to the principal use of a building site or to a building and located upon the same building site with the principal use, including parking lots, open storage activity, etc.
3. Alley means any public space or thoroughfare 20 feet or less in width which has been dedicated or deeded for public use.
4. Alteration means any structural change in the supporting or load-bearing members of a building, such as bearing walls, columns, beams or girders.
5. Apartment. A dwelling unit with culinary dwelling designed for or used as living quarters for a family.
6. Board means the board of adjustments established by this chapter.
7. Boardinghouse means a building where, for compensation and by prearrangement, five or more persons other than occasional or transient customers are provided with meals.
8. Building means any covered structure intended for the shelter, housing or enclosure of persons, animals or chattels. The term "building" shall be construed to include the term structure.

9. Building site means the land area occupied or to be occupied by a building and its accessory buildings and including such open spaces, yards, minimum area, off-street parking facilities and off-street truck loading facilities as are required by this chapter; every building site shall abut upon a street.
10. Building site boundary means any line separating a building site from a street, an alley, another building site, or any land not part of the building site.
11. Church means a building, together with its accessory building and uses, where persons regularly assemble for religious worship, and which building, together with its accessory buildings and uses, is maintained and controlled by a religious body organized to sustain public worship.
12. Clinic, dental or medical, means a building in which a group of physicians, dentists, and allied professional assistants are associated for the purpose of carrying on their profession; the clinic may include a dental or medical laboratory but shall not include in-patient care or operating rooms for major surgery.
13. Dwelling unit means one or more rooms in the same structure, connected together and constituting a separate, independent housekeeping unit for permanent residential occupancy and with facilities for sleeping and cooking.
14. Dwelling, condominium, means a group of two or more dwellings, similar to an apartment complex or villagehouse subdivision providing for joint ownership of the underlying land and physical facilities and for individual ownership of the living spaces within.
15. Dwelling, one-family, means a detached building containing one dwelling unit and used exclusively by one family.
16. Dwelling, villagehouse, means one of a series of two or more individually owned, single-family dwellings, excluding mobile homes, attached in a row, distinguished from condominium units by the ownership of the underlying land resting with the dwelling's owner rather than in common ownership.
17. Dwelling, two-family, means a detached building containing two dwelling units and used by two families living independently of each other.
18. Dwelling, multiple-family, means a detached building containing three or more dwelling units and used by three or more families living independently of each other; the term "multiple-family dwelling" includes an apartment house.
19. Family means one or more persons living together as a single housekeeping unit, which may include not more than four lodgers or boarders.
20. Gross floor area means the sum of the gross horizontal areas of the several floors of a building, including interior balconies and mezzanines; all horizontal dimensions shall be measured between the exterior faces of walls, including the walls of roofed porches having more than one wall. The gross floor area of a building shall include the floor area of accessory buildings on the same building site, measured the same way.
21. Home occupations mean an accessory use of a dwelling unit for gainful employment involving the manufacture, provision, or sale of goods and/or services.
22. Hospital means an institution providing health services, primarily for in-patients, and medical and surgical care of the sick and injured including, as an integral part of the institution, such related facilities as laboratories, out-patient departments, training facilities, central service facilities, staff offices, and emergency evacuation heliports.
23. Hotel means a building containing guest rooms in which lodging is provided, with or without meals, for compensation, and which is open to transient or permanent guests, or both, and where there is either no provision made for cooking in any guest room or provision made for cooking in not more than 25 percent of the guest rooms; the term "hotel" includes motel.
24. Livestock keeping, raising, or breeding means the keeping, raising, or breeding of any animals, including fowl, of any type or nature whatsoever; however, the term "livestock keeping, raising, or breeding" does not include:
25. Keeping common household pets such as dogs, cats, hamsters, or caged birds for personal comfort and not as a commercial activity or with any expectation of realizing any proceeds or otherwise profiting therefrom;
 - a. The occasional sale of pet offspring; and
 - b. Small animal veterinary clinics and kennels.
26. Lot of record means a lot which is part of a subdivision, the plat of which has been recorded in the office of the clerk of court of the parish, or a lot described by metes and bounds, the description of which has been recorded in the office of the clerk of the parish.
27. Mobile home parks means a parcel of land under single ownership, whether public or private, which has been planned and improved for the placement of mobile homes for non-transient use.
28. Nonconforming structure means a building or part thereof lawfully existing on the effective date of the ordinance from which this chapter is derived and which does not conform to all of the regulations of the district in which it is located.

29. Nonconforming use means a use which lawfully occupied a building or land on the effective date of this ordinance, and which does not conform to the regulations of the district in which it is located.
30. Off-premises sign means a permanently placed sign, other than an outdoor general advertising structure, not on the same premises with the establishment it advertises, identifies, or enhances.
31. On-premises sign means a sign serving to identify or enhance commercial or other establishments which is on the premises of the establishment being served. An on-premises sign is considered to be part and parcel of the use to which it is associated.
32. Outdoor general advertising structure means a billboard or other off-premises sign larger than 35 square feet of sign-face area.
33. Permitted structure means a structure meeting all the requirements established by this chapter for the district in which the structure is located.
34. Permitted use means a use meeting all the requirements established by this chapter for the district in which the use is located.
35. Rooming house means a building, other than a hotel, where for compensation and by prearrangement, five or more persons other than occasional or transient customers are provided with lodging.
36. Street means a public right-of-way which provides vehicular and pedestrian access to adjacent properties.
37. Street line means a line or boundary separating the public right-of-way from the land or property adjoining.
38. Structure means anything constructed or erected which requires location on the ground or attached to something located on the ground, including, but not limited to, in-ground swimming pools, satellite reception antennas, etc.; however, utility poles, fences and freestanding walls shall not be considered to be structures.
39. Vehicle, recreational, means a structure which:
 - a. Is built on a single chassis;
 - b. Contains 400 square feet or less of gross area measured at its largest horizontal projection;
 - c. Is designed to be self-propelled or permanently towable by a motorized vehicle; and
 - d. Is designed not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
40. Vehicle Park, recreational, means a parcel (or contiguous parcels) of land divided into two or more lots or spaces for the temporary placement of recreational vehicles. For purposes of this definition, the term "temporary" means placement not to exceed 180 consecutive days.
41. Yard, front, means an open, unoccupied space on the same building site with a main building, extending the full width of the building site and situated between the street line and the front line of the building projected to the side lines of the building site. The depth of the front yard shall be measured between the front line of the building and the street line.
42. Yard, rear, means an open, unoccupied space on the same building site with a main building, extending the full width of the building site and situated between the rear line of the building site and the rear line of the building projected to the side lines of the building site. The depth of the rear yard shall be measured between the rear line of the building site and the rear line of the building.
43. Yard, side, means an open, unoccupied space on the same building site with a main building, situated between the side line of the building and the adjacent side line of the building site and extending from the rear line of the front yard to the front line of the rear yard; if no front yard is provided, the front boundary of the side yard shall be the front line of the building site and, if no rear yard is provided, the rear boundary of the side yard shall be the rear line of the building site.

ARTICLE 3 ZONING DISTRICTS

SECTION 3.1 GENERAL PROVISIONS

The lawful operation of a nonconforming use as such use existed on the effective date of this ordinance or on the effective date of any amendment hereto by which the use became non-conforming may be continued, except that a nonconforming use that has been abandoned or discontinued for six (6) months shall not thereafter be re-established.

SECTION 3.2 ESTABLISHMENT OF ZONING DISTRICTS

In order to regulate and restrict the location and use of buildings and land for trade, industry, residence, and other purposes; to regulate and restrict the location, height, and size of buildings hereafter erected or structurally altered, the size of yards and other open spaces and the density of population, the following zoning districts are hereby established:

1. Residential (R-1)
2. Commercial (C-1)

SECTION 3.3 ZONING MAP

The zoning map hereto attached shall be the Official Zoning Map and it will be kept in the clerk's office and be available for public review. Any changes to the map will be noted on the map.

SECTION 3.4 USES NOT PERMITTED ARE PROHIBITED

For the purposes of this ordinance, uses authorized within a zoning district are listed either as permitted uses, accessory uses or conditional uses. Unless the contrary is clear from the context of the lists or other regulations of the ordinance, uses not specifically listed are prohibited.

ARTICLE 4 RESIDENTIAL DISTRICTS

SECTION 4.1 R-1 RESIDENTIAL

4.1.1 Purpose of the District

The purpose of this district is to provide for low-density residential development of a relatively spacious character together with such churches, recreational facilities and accessory uses as may be necessary or are normally compatible with residential surroundings. This zone also is intended to protect the existing development of this character.

4.1.2 Uses Authorized in the district

Only those uses of land listed under permitted use, accessory use or conditional use provisions of this section are authorized within this zoning district .

4.1.3 Permitted Uses

1. Within all R-1 residence districts, as shown on the zoning map, the regulations of this division shall apply. The council reserves the right to deny any request for residential zoning if they deem could negatively affect the community.
 1. *Permitted uses in R-1 zones.* A building or land shall be used only for the following purposes:
 - a. Single-family dwellings.
 - b. Two-family dwellings.
 - c. Park, playgrounds and community buildings owned or operated by city, state or federal agencies.
 - d. Public libraries or museums.
 - e. Public schools both elementary and high, or private schools having a curriculum essentially the same as ordinarily given in a public elementary school or public high school, and private or public nursery schools or kindergartens.
 - f. Private recreational uses such as tennis courts, swimming pools, operated exclusively for private use and not for commercial purposes.
 - g. Churches and temples.

- h. Private garden, and nurseries for the propagation and cultivation of plants only when said plants, flowers or produce are not offered for sale.
 - i. Home occupations (see definitions);
 - j. Accessory buildings and uses customarily incidental to any of the above listed uses including the leasing of rooms by the family resident on the premises, provided that the area rented or leased does not exceed twenty-five (25) per cent of the total floor area in any dwelling unit, and providing no arrangements are made for boarding;
 - k. Bulletin boards for churches, temples, institutions or public buildings only; and signs not exceeding twenty (20) square feet in area.
 - l. The renting of one room for the accommodation of not more than two (2) people provided the room is not equipped with cooking facilities and provided further that no boarding arrangements are made.
 - m. Three-and four-family dwellings and multiple-family dwellings;
 - n. Accessory buildings incidental to any of the above listed uses including the leasing of rooms by the family residing on the premises provided that the area rented or leased does not exceed fifty (50) per cent of the total floor area in any dwelling unit;
 - o. Institutions of a religious, educational, eleemosynary, or philanthropic nature, but not penal or mental institutions;
 - p. Boarding and lodging houses;
 - q. Hospitals for human care except primarily for mental cases;
 - r. Signs not exceeding two (2) square feet in area of a temporary character and pertaining to the offering for rent of rooms in the main building.
2. *Lot area.* The minimum building site area shall be:
- a. *Lot area generally:* 8,000 sq feet
 - b. *Lot area per family:* 4,500 sq feet
3. *Building height limit.* No structure shall be erected or altered to exceed 35 feet.
4. *Yards required.* The minimum dimensions of yards shall be:
- a. Front yard – 25 feet
 - b. Side Yards:
 - i. Side yard width (combined width of both side yards) – 25 feet
With a minimum of either side yard – 10 feet
 - ii. On corner lots the side yard on the side that abuts the street, shall not be less than ten (10) feet. However, this regulation shall not be interpreted as to reduce the buildable width after providing the interior side yard of a corner lot, existing before the passage of this ordinance, to less than twenty-four (24) feet.
 - c. Rear yard – 30 feet.

ARTICLE 5
COMMERCIAL DISTRICT

SECTION 5.1 COMMERCIAL

This zone is composed of land and structures occupied by or suitable for furnishing the range of retail goods and services required by the residents of the village and its greater trade area.

2. *Permitted uses in C-1 districts.* All commercial business and trades except industrial, manufacturing, and prisons. The council reserves the right to deny any request for a commercial business if they deem could negatively affect the community.

3. Height regulations.
 - a. No building or structure shall exceed 100 feet in height.
4. Lot regulations.
 - a. *Yards.* Buildings other than residential hereafter constructed shall be located as to comply with the following minimum yard requirements.
 - i. *Front yard* 20 feet
 - b. *Side yards:*
 - i. No side yard is required unless the commercial lot abuts a residential zone, in which case there shall be a side yard of not less than ten (10) feet. There shall be along the entire length of the abutment a landscaped screening fence or a hedge a minimum of six (6) feet in height.
 - ii. Where a side yard is provided, but not required, such side yard shall not be less than five (5) feet.
 - c. *Rear yard* 10 feet
5. *Lot area.* The minimum lot area requirements are as follows:
 - a. Lot area generally 5,000 sq. ft.
 - b. Lot area per family 2,500 sq. ft.

ARTICLE 6
REGULATIONS & PROVISIONS

SECTION 6.1 REGULATIONS

1. *Areas subject to inundation.* On any areas subject to periodic inundation, making them unsafe for human habitation, no building or portion thereof which is designated for dwelling use or as a place of public assembly shall be erected or altered unless protected from inundation.
2. *Natural production uses.* In any district, the extraction of oil, gas or other natural mineral deposit, including sod, sand, clay or gravel, may be permitted upon the approval of the board and subject to such terms and conditions as the board may fix for the protection of adjacent property and uses.
3. *Noise.* There shall be no production by any use of noise which at any boundary of the building site is in excess of the average intensity of street and traffic noise at that boundary.
4. *Heat, glare and vibration.* There shall be no emission by any use of objectionable heat, glare or vibration which is perceptible beyond any boundary of the building site on which the use is located.
5. *Hazard.* There shall not be created or maintained by any use any unusual fire, explosion or safety hazard beyond the boundary of the lot on which the use is located.
6. *Home occupations provisions.*
 - a. *Intent.* It is the intent of these regulations to encourage only those home occupations which can be so located and conducted that they preserve the essential characteristics of residential neighborhoods, cause no undue hazards to other residences or to the public, place no additional burdens on public facilities or services beyond what would normally be associated with residential uses, and to not have the effect of discriminating against commercial uses properly located in commercial districts.
 - b. *Performance standards.*
 - i. Home occupations shall be conducted solely by residents of, entirely within, incidental to the residential use of, and utilizing not more than 25 percent of the dwelling. No articles or

services are to be sold or offered for sale on the premises except those that are produced by residents of the dwellings themselves.

- ii. No home occupation shall require internal or external features or the use of electrical or mechanical equipment which would change the fire rating of the structure or the fire district in which the structure is located. No home occupation shall cause an increase in the use of any public utilities beyond the average for residences in the neighborhood, nor shall it create noise, dust, vibrations, smog, smoke, glare, electrical interference, fire hazard, or nuisance to any greater or more frequent extent than is usually experienced under normal circumstances wherein no home occupation exists. The creating of noise from tools, equipment, machinery, or other devices associated with the otherwise legal conduct of any home occupation in a residential neighborhood which can be heard beyond the property lines of the property where such occupation is conducted shall be considered a nuisance.
 - iii. There shall be no storage of equipment, tools, goods, supplies, or implements or display of goods related to the home occupation which is visible beyond the borders of the property upon which the home occupation is conducted, nor shall any related combustibles, explosives, or hazardous chemicals be stored on the premises.
 - iv. Home occupation shall not generate hazardous vehicular or pedestrian traffic. A home occupation which requires recurrent on-site transactions or consultations must provide one additional off-street parking space for each 200 square feet of floor space devoted to the occupation; said parking spaces shall not be in any required front yard.
 - v. One non-illuminated name plate is allowed attached to the main structure, not to exceed two square feet in size.
 - vi. The premises may not be used to park occupation-related vehicles larger than two tons in weight.
7. *Visibility at intersections.* On a corner lot in any residential district no fence, wall, hedge or other structure or planting more than two feet in height shall be erected, placed or maintained within the triangular area formed by the intersecting street lines and a straight line joining such street lines at points which are 30 feet distance from the point of intersection measured along such street lines.
 8. *Excess height.* In any district, any main building may be erected or altered to a height in excess of that specified for the district, provided each front, side and rear yard is increased one foot for each two feet of such additional height; this provision includes areas where no yard is required.
 9. *Height exceptions.* The height limitations for the various districts shall not apply to structures not used for human habitation such as church spires, belfries, cupolas, domes, chimneys, ventilators, skylights, water tanks, parapet walls, cornices, or necessary mechanical appurtenances usually carried above the roof level, provided that such features are limited to that height necessary for their proper functioning.
 10. *Towers.* Free standing radio, television, microwave, cellular telephone, and other types of antenna towers and outdoor general advertising structures as defined in section 140-5 are not exempt from the height limitations specified in the district regulations of article II of this chapter.
 11. *Front yard depth.* Any lot lying between two lots adjacent thereto and having structures erected upon them on the effective date of the ordinance from which this chapter is derived shall have a front yard equal in depth at least to the average depth of the front yards of the lots adjacent thereto; provided, however, that no front yard shall be less than ten feet in depth, nor shall any front yard have a greater depth than 35 feet.

12. *Additional side yard requirements.* Where the side of a lot in a commercial district abuts upon the side of a lot in a residential district, there shall be provided on the lot in the commercial district a side yard not less than 20 feet in width on the side next to the residential district.
13. *Accessory buildings.*
 - a. No accessory building shall occupy any part of a required front or side yard or occupy more than 30 percent of a required rear yard.
 - b. No accessory building shall be erected or altered so that it is closer to any lot line than five feet, except that in a B-3 district an accessory building may be as close to an interior, side lot line as the primary building on the site.
 - c. No accessory building shall be closer to any right-of-way line than the primary building on the site.
 - d. Accessory structures (other than buildings) shall meet the same requirements as accessory buildings, except that commercial, on-premises signs in commercial districts are allowed to occupy a required front or side yard, provided the sign structure is no closer to any right-of-way line than ten feet.
14. *Future street lines.* Front yard depth and, in the case of corner lots, side yard width shall be measured from the future street right-of-way line where such lines have been established by the master plan.
15. *Corner lot.* In any district a corner lot shall have provided on the side adjoining the side street, a side yard of 20 feet in width; provided, however, that this regulation shall not be applied to reduce the buildable width of the corner lot to less than 30 feet.
16. *Projecting architectural features.* Every part of a required yard shall be open and unobstructed from the ground to the sky except for permitted accessory structures and for the ordinary projections of sills, belt courses, open fire escapes, cornices, buttresses, eaves and similar architectural features, provided that such projections shall not extend more than two feet into any required yard.
17. *Fences and walls.* No fence or wall that obstructs sight shall be erected or altered in any required front yard to exceed a height above street level of three feet; and no fence or wall, other than the wall of a permitted structure, shall be erected or altered in any required side or rear yard to exceed a height of seven feet.

SECTION 6.2 GENERAL PROVISIONS

1. *Permits and licenses.* No building or other permit, license, or other document of approval, the use of which may be subject to the provisions of this chapter shall be issued by any department, agency or board of the municipality until the zoning administrator shall have certified that the use to be made of the permit, license, or other document is in full compliance with the provisions of this chapter.
2. *Plans required.* Each application for a new structure or for the alteration of an existing structure shall be accompanied by a drawing, in duplicate, showing the site plan, the location of the building on the site, accurate dimensions of the building and site, location of off-street parking and off-street loading spaces required, and such other information as may be necessary for the enforcement of these regulations.
3. *Construction begun or authorized prior to effective date of the ordinance from which this chapter is derived.* Nothing herein contained shall require any change in the plans, construction or designated use of a structure the construction of which shall have legally and actually begun prior to the effective date of the ordinance from which this chapter is derived, or, if a building permit shall have been issued within ninety days of the date of such permit, and which entire structure shall be completed within six months after the effective date of the ordinance from which this chapter is derived.
4. *Violations.* Any person, firm, or corporation violating any provision of this chapter shall be fined upon conviction not less than \$100.00 and not more than \$500.00 or imprisoned for not more than 30 days, or both, for each

offense; each day that a violation is permitted to exist shall constitute a separate offense. The imposition of any penalty hereunder shall not preclude the building inspector, zoning administrator, municipal counsel, or other appropriate authority of the municipality, or any adjacent or neighboring property owner who would be specifically damaged by such violation, from instituting injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, conversion, maintenance, or use, or to correct or abate such violation, or to prevent the occupancy of such building, structure, or land.

SECTION 6.3. GENERAL REGULATIONS

- 1) *Use of building or land.* Except as hereinafter provided, no building or land shall hereafter be used or occupied and no building or part thereof shall be erected, moved or altered unless in conformity with the regulations herein specified for the district in which it is located.
- 2) *Size and location of building.* Except as hereinafter provided, no building shall hereafter be erected or altered:
 - a. To exceed the height;
 - b. To accommodate or house a greater number of families;
 - c. To occupy a greater percentage of lot area; or
 - d. To have narrower or smaller rear yards, front yards, side yards, inner or outer courts than is specified herein for the district in which the building is located.
- 3) *Yard area.* No part of a yard or other open space required about any building for the purpose of complying with the provisions of this chapter shall be included as part of a yard or other open space similarly required for another building.
- 4) *One (1) building to a lot.* Every building hereafter erected, reconstructed, converted, moved, or structurally altered shall be located on a lot of record and in no case shall there be more than one (1) main building on one (1) lot unless otherwise provided for in this chapter.
- 5) *Foundation construction.* All residences or dwellings situated within corporate limits shall be constructed on concrete slab foundations or, if constructed on piers, shall incorporate chain wall foundations along the street side of the residence or dwelling, as well as each side perpendicular thereto.

ARTICLE 7 PROCEDURES, FINES & FEES

Section 7.1: Purpose

The purpose of this article is to establish clear procedures and standards for the submission, review, and approval of rezoning applications.

Section 7.2: Definitions

1. **Rezoning:** The process of changing the zoning designation of a parcel of land.
2. **Applicant:** Any person or entity submitting a request for rezoning.
3. **Zoning Administrator:** The official responsible for administering zoning regulations.

Section 7.3: Application Submission

1. **Application Form:** All rezoning applications must be submitted on a form provided by the Village.
2. **Required Information:**
 - a. The application shall include:
 - i. Name, address, and contact information of the applicant.
 - ii. Legal description of the property.

- iii. Current and proposed zoning designations.
 - iv. A statement of the reasons for the request.
 - v. Site plans, maps, and any relevant studies (e.g., traffic, environmental).
 - vi. Any other information as deemed necessary.
3. Payment of required fees

Section 7.4: Review Process

1. Initial Review: The Clerk and/or designee shall conduct an initial review to ensure the application is complete. If the application is complete, the Clerk will put the application on the next regularly scheduled council meeting that allows for time for notification of public and other parties as described by law.
2. The Clerk shall have published a public notice in the official newspaper at least 30 days prior to the public hearing. Notice shall also be mailed to property owners within 1000 feet of the subject property.
3. Public Hearing: A public hearing shall be held before the Council, during which the applicant and members of the public may present their views.

Section 7.5: Decision

The Council shall consider the rezoning application and response from the applicant and community.

If the application is approved, a rezoning ordinance will be introduced, and a public hearing will be set for the next regularly scheduled meeting. If the application is not approved, no rezoning application shall be made on the property for twelve (12) months. A written decision shall be provided to the applicant within 90 days following the public hearing, outlining the reasons for approval or denial.

After the second public hearing, the council will vote on the ordinance. If the ordinance passes, the zoning map will be updated to reflect the change. If the ordinance is not passed, no rezoning application can be made on the property for twelve (12) months from the date of the regular meeting. A written decision shall be provided to the applicant within 90 days following the public hearing, outlining the reasons for approval or denial.

Section 7.5: Appeals

Right to Appeal:

Any applicant aggrieved by the decision may appeal to the council within 60 days of the decision.

ARTICLE 8 FEES AND FINES

Section 8.1: Application Fees

Application Fee Schedule:

The following fees shall apply to zoning applications:

Rezoning Application Fee: \$600.00

This fee will be updated by the Council as needed through Resolution.

Section 8.1: Penalties for Violations

1. Enforcement Authority:
The Mayor and/or designee is authorized to enforce the provisions of this ordinance.
2. Fines for Violations:
Any person found in violation of this ordinance shall be subject to fines of no less than \$100.00 and no more than \$500.00 and/or no more than 30 days in jail. Each day that a violation continues shall constitute a separate offense.

ARTICLE 9
EFFECTIVE DATE

Section 9.1 Effective Date

This ordinance shall take effect immediately following its adoption and publication as required by law.

The final adoption of the foregoing Ordinance having been duly moved and seconded, the roll was called, and the following vote was taken and recorded:

	YEA	NAY	ABSENT	ABSTAIN
Bernadean James	X			
Toni Malone	X			
Laverne Mixon	X			
Sue Proffer	X			
Mike Wilson			X	

There being a passing vote on the ordinance of at least a majority of the authorized members of the Governing Authority, the ordinance was declared adopted on this the 10TH day of September 2024.

/s/Lynette Roberts

Lynette Roberts, Clerk

Presented to Mayor on the 11th of day of September for action as evidenced by his signature:

Approved: /s/ Gregory C. Harris
Gregory C. Harris, Mayor

Disapproved: _____
Gregory C. Harris, Mayor

Presented to Clerk on the 11th day of September 2024.