

in writing and shall be filed with the building official. Such application shall set forth the name and address of the property owner and the address and legal description of the proposed [Manufactured Home Mini-Park](#). The initial license application shall be accompanied by a site plan as required herein. A revised site plan shall be submitted and approved prior to any change in the required elements of the site plan as specified herein. A fee, according to the [Fee Schedule](#), shall accompany the application and any filing of a revised site plan, payable to the City, which shall be an application fee and inspection fee for the examination of the site plan, and shall not be returned whether a license is granted or not.

- (b) Upon the approval of an application an annual license shall be issued. This license shall be for a period of one year and shall be renewed on January 1 of each succeeding year after the date of the first license. This nontransferable license may be obtained from the city inspection office.
 - (c) Cancellation of license. Upon any violation of the provisions of this section, the building official shall notify the owner of the [Manufactured Home Mini-Park](#) that his license is cancelled, which cancellation shall become effective ten days from the date of notice and shall be in addition to any other penalty provided in the Zoning Ordinance or City Code. In case of such cancellation, the licensee shall have the right to appeal to the City Council within ten days. Such appeal shall be by written petition addressed to the City Council. A new license may be issued if the circumstances leading to revocation have been remedied and a new license fee paid.
- iii. Site plan requirements. Before any manufactured home may be emplaced in or upon any [Manufactured Home Mini-Park](#) or portion thereof, a site plan containing the following listed information must be submitted, reviewed by the building official and approved in accordance with the provisions of this section:
- (a) Name and address of property owner.
 - (b) Location and legal description of the proposed [Manufactured Home Mini-Park](#).
 - (c) The area, dimensions and boundaries of the tract of land proposed for such park.
 - (d) The number, location and size of all proposed manufactured home spaces.
 - (e) The location, width and types of all private driveways and walkways, if any.
 - (f) The location and details of any fences around the boundaries of the park.
 - (g) The location and types of all permanent buildings within the proposed [Manufactured Home Park](#).
 - (h) The location and types of gas, electrical, water and sewer lines.
 - (i) The setbacks to be observed by manufactured homes, attached accessory structures and detached accessory structures as required to conform to [4.04.A.2.h.iv Manufactured Home Mini-Parks](#).
 - (j) All public sidewalks, curbs and gutters and paved parking spaces as required herein.
- l. More than one family per unit prohibited
- It shall be unlawful for more than one family to use one unit as a living or sleeping quarters in any [Manufactured Home Park](#), [Manufactured Home Mini-Park](#), or [Vacation Travel Trailer Park](#).
- m. Temporary Special permits
- Upon satisfactory proof that the applicant qualifies for one of the exceptions set out hereinafter in [4.04.A.2.m.iii below](#), temporary special permits may be issued by the [Planning and Zoning Commission](#) for manufactured homes as provided herein. Such permit for a manufactured home may be issued for any specified location (unless otherwise restricted herein) within the City, subject to the following rules and regulations:

- i. Only one manufactured home may be covered by the application for special permit (which must be filed with the director of planning and development on a form prescribed by him, not less than 20 days before such application is considered by the [Planning and Zoning Commission](#)).
- ii. The application shall be processed as provided for applications for manufactured home or [Vacation Travel Trailer Park](#) licenses in all the preceding subsections of this section and subject to the same requirements regarding utilities, sewer connections, drainage and removal of trash and garbage for manufactured homes, but the application fee shall be determined by a fee spreadsheet and no annual license shall be required. The use and occupancy of any manufactured home shall be subject to all other ordinances, rules and regulations of the City applicable to single-family residences.
- iii. Special permits may be issued as follows:
 - (a) Special hardship permits. Upon satisfactory proof of medical or other conditions constituting a genuine hardship, a special hardship permit may be issued to the owner of a manufactured home for location on a lot or tract owned by him or a member of his family and which shall only be occupied by such owner and his family or other member or members of his family and shall never be rented out or used for any commercial purposes whatsoever. However, medical or other conditions constituting a genuine hardship shall not be a financial hardship or the inability to merely accommodate the effective use of the property. No such permit may be issued for a parcel of property for a period of more than two years, provided however, that the [Planning and Zoning Commission](#) may, upon subsequent application, approve renewals of such permits for successive periods of not more than two years each for as long as the hardship exists. Each renewal of any such permit shall require a separate determination of hardship and any request for renewal may be disapproved. In considering whether to approve any permit renewal request, the [Planning and Zoning Commission](#) shall consider the following:
 - (i) Whether the original need has continued to the same or a greater degree or, if the degree of need has lessened, whether it constitutes a genuine hardship;
 - (ii) Whether the hardship justifies any adverse effect on the value, development, or enjoyment of the use of property in the vicinity which may exist or be anticipated; and
 - (iii) Any alternatives for relieving the hardship which the [Planning and Zoning Commission](#) considers appropriate.
 - (b) Special Permit for caretaker's, manager's, or guard's residence. Upon satisfactory proof of conditions constituting a genuine need, a special permit may be issued for a manufactured home to be located where not otherwise permitted by the zoning ordinance, on a lot or tract owned by the applicant and to be used as caretaker's, manager's or guard's residence. Provided, however, that such manufactured home shall not contain in excess of 1,000 square feet of gross floor area and shall be located not less than 30 feet from any other structure or from any lot line of an adjacent lot or parcel of land and shall never be rented out or used for any commercial purpose whatsoever. Provided further that no such permit may be issued for a parcel of property for a period of more than two years and no renewal of such a permit shall be approved which would extend the total period to more than two years. Provided, however, that the preceding two-year limitation shall not apply to such permits issued prior to April 12, 1977, other than as to renewals thereof subsequent to said date.

- iv. The [Planning and Zoning Commission](#) may impose any reasonable conditions, restrictions, or limitations on such permits as it deems to be in the public interest after full hearing on said application.

The applicants for such permits shall submit accurate site plans, dimensioned to show minimum distances from property lines and other structures on the property and containing any other information pertinent to the positioning and use of the manufactured home on the property, for review and approval as a part of their applications. Any manufactured home permitted shall observe all area regulations applicable to single-family residences unless the [Planning and Zoning Commission](#) specifically approves an exception to such requirements in its approval of the temporary special permit.

- v. No such special permit shall be issued until after a hearing before the [Planning and Zoning Commission](#) following written notice of the time, place and purpose thereof to the applicant and to the owners of all other property within 200 feet of the lot or tract of land for which the permit is sought. Said notice shall be given by first class U.S. mail (deposited in the city post office not less than 15 days prior to the hearing) addressed to the parties entitled to receive the same as the ownership appears on the last approved city tax roll.
 - vi. No application requesting a temporary special permit on any property which has been the subject of a previous request for a temporary special permit that was denied by the [Planning and Zoning Commission](#) shall be considered by the [Planning and Zoning Commission](#) before the expiration of six months from the date of such previous denial.
 - vii. Revocation of a special permit may occur for any violation of the special permit terms. If a violation is identified by the City, then the City shall send notice to the permit holder of the violation and hold a hearing within 30 days, but not earlier than 20 days from the date the notice is sent by the City. At the hearing, the [Planning and Zoning Commission](#) shall consider evidence of the violation and allow the permit holder to respond to the evidence. The [Planning and Zoning Commission](#) shall render a decision whether to revoke the permit after the hearing.
- n. Parking restrictions
- i. No person shall park, place or locate any trailer, trailer house, manufactured home, motor home, vacation travel trailer, or other unit which is designed or used as living or sleeping quarters, within any block, on any street (public or private), alley, or public park within the City for a period longer than four hours, in any 24-hour period, except that a vacation travel trailer as defined herein may be parked and occupied by a non-Midland resident on the street abutting the property of the Midland resident that he is visiting, for a period not exceeding 48 hours per 30-day period, and except that a Midland resident may place or park but not occupy his vacation travel trailer on the street adjacent to his residence while engaged in active loading or unloading for a period not exceeding 48 hours in a five-day period. In no event shall the vacation travel trailer be parked on a public street where the vacation travel trailer is closer than 40 feet to the near curb-line, traveled portion or extension thereof of an intersecting public street or highway.
 - ii. No person shall park or locate any manufactured home upon any private lot, tract or parcel of land owned by any person, for a period longer than four hours in any 24-hour period.
 - iii. No person shall park, place or locate any vacation travel trailer or other such unit as defined herein on any private lot, tract, or parcel of land within a residence area of the City except in compliance with Title X, "Traffic Regulations," Chapter 13, "Parking Prohibited," Section 5, "Parking in residence districts," of the Midland City Code.
 - iv. No person shall occupy or use as living or sleeping quarters any vacation travel trailer or other such unit as defined herein, on any private lot, tract or parcel of land within the City, except