

## ARTICLE 2

### Application Requirements

Section 2.1 - Pre-Application Review. Whenever a mobile home park is proposed on land within the McMinn County planning region, the developer is urged to consult early and informally with the planning commission staff. The developer may submit sketch plans and data showing existing conditions within the site and in its vicinity and the proposed layout and development of the mobile home park. No fee shall be charged for the pre-application review and no formal application shall be required.

The purpose of the pre-application review is to afford the mobile home park developer an opportunity to avail himself of the advice and assistance of the planning commission staff in order to facilitate the subsequent preparation and approval of acceptable site plans.

**Section 2.2 - Application for Mobile Home Park Permit and Planning Commission**

**Approval.** Following the optional pre-application review of a proposed mobile home park, the mobile home park developer, or his agent, shall apply for a Mobile Home Park permit from the Tax Assessor or Health Officer. No mobile home park shall be established or maintained by any person unless such person holds a valid mobile home park permit.

Applications shall be in writing, signed by the applicant, and accompanied by the owner's certification and any other certification deemed necessary by the Tax Assessor or Health Officer, as well as by a site plan of the proposed mobile home park.

The developer shall also notify the McMinn County Regional Planning Commission at least fifteen (15) calendar days prior to the next regular meeting of the planning commission of what it is he wishes to have on the AGENDA.

Then, at least fifteen (15) calendar days prior to the meeting he shall submit to the McMinn County Regional Planning Commission six (6) copies of the mobile home park site plan and supporting documents, if any. A copy of the meeting agenda shall be sent to the developer to serve as written notice that his site plan will be considered.

**Section 2.3 - Permit Fees for Mobile Home Parks.** The annual permit fee for mobile home parks shall be twenty-five (25) dollars.

**Section 2.4 - Permit Fees for Travel Trailer Parks.** The annual permit fee for travel trailer parks shall be five (5) dollars.