

Montgomery City Council  
**AGENDA REPORT**

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| <b>Meeting Date:</b> August 9, 2022 | <b>Budgeted Amount:</b> N/A           |
| <b>Department:</b> Admin            | <b>Prepared By:</b> Dave McCorquodale |

**Subject**

Matters related to a request to locate a HUD-code manufactured home at 15329 Liberty Street, Montgomery, Texas:

- a. Convene into a Public Hearing on the request.
- b. Consideration and possible action on the request.

**Recommendation**

Step 1: Hold the Public Hearing

Step 2: Consider the information provided and either approve or deny the request.

I do not have any objections to the request and recommend approval of the application.

**Discussion**

As you know, HUD-code manufactured homes (often referred to as trailer houses or mobile homes) are prohibited outside of a City-permitted HUD-code manufactured home park without specific approval from City Council. Per Chapter 54 of the City Code of Ordinances, the City Council must hold a Public Hearing prior to discussing and acting on the request.

The requirements of Chapter 54 are as follows with notes on status:

- (1) The property owner shall present a written request to the city for approval to place a HUD code manufactured home outside of a licensed HUD code manufactured home park. *Yes*
- (2) A public hearing will be scheduled by the city council to hear the request, with proper legal notice and publication required. *Yes*
- (3) No HUD code manufactured home not existing on the effective date of the ordinance from which this article is derived will be allowed along the Highway 105 corridor. *Yes*
- (4) The property must be one-fourth of an acre or larger in size. *Yes (3.2 acres)*
- (5) No more than one dwelling is permitted on any residential lot. *Yes (an old home is on the property and will be demolished)*
- (6) The property must have a minimum of 75 linear feet street frontage. *Yes*
- (7) The HUD code manufactured home must be placed a minimum of 15 feet from side property lines. *Yes*
- (8) The HUD code manufactured home must be set back a minimum of 25 feet from the frontage line of the property, or 35 feet where the property faces a major street. *Yes*
- (9) The HUD code manufactured home must be set back a minimum of 25 feet from the back property line. *Yes*
- (10) The HUD code manufactured home must be used as a single-family dwelling. *Yes*
- (11) The HUD code manufactured home must contain no less than 1,000 square feet. *Yes (1,153)*
- (12) The HUD code manufactured home shall be no older than five years and in good condition at the time of permitting. *Yes (new)*

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- (13) The HUD code manufactured home must be anchored to meet the manufacturer's specifications. *Done at placement.*
- (14) Four-inch sewer service shall be connected with SCH 40 PVC pipe, and shall be equipped with a sewer cleanout and P-trap. The line shall be left open for inspection. *Done at placement.*
- (15) Water service will be three-fourths of an inch rigid PVC pipe equipped with a cut-off valve within five feet of the service entrance to the HUD code manufactured home. *Done at placement.*
- (16) Electrical service from the utility pole will be routed underground and protected with a two-inch PVC conduit from the body of the HUD code manufactured home to the service disconnect on the utility pole. The line shall be left open for inspection. *Done at placement.*
- (17) Gas service lines must be routed underground to the service connection on the HUD code manufactured home. No gas lines shall be enclosed under the HUD code manufactured home by skirting. *Done at placement if gas service part of work.*
- (18) Each HUD code manufactured home shall have a service porch at the primary entrance to be of a size no less than 12 feet by eight feet, with the long side to be against the manufactured home. *Done at placement.*
- (19) All HUD code manufactured homes and required porches shall be underpinned with products designed for such use and shall be properly skirted. *Done at placement.*
- (20) Upon completion of the items listed in subsections (4) through (19) of this section, each HUD code manufactured homeowner shall contact the city building official to inspect and certify to the city, in writing, that the manufactured home is in compliance with this article. Such inspection shall also certify that the property meets or exceeds the requirements of the state plumbing code and the National Electrical Code, the requirements of the state department of labor and standards, and the requirements of all applicable technical codes adopted by the city.

The application and photos of the home are attached for reference. The home is still at the manufacturer and not on the site.

**Approved By**

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| Interim City Administrator | Dave McCorquodale | Date: 08/04/2022 |
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